

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to confirm my participation in the BGMI (Battlegrounds Mobile India) event scheduled for [Date of Event]. I appreciate the opportunity and am looking forward to [mention any specific aspects you are excited about, e.g., competing, networking, etc.].

Please let me know if there are any additional details or preparations required from my side prior to the event.

Thank you for the confirmation, and I look forward to an exciting experience at BGMI.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]