

[Your Organization's Letterhead]

[Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Subject: PK Registration Notification

Dear [Recipient's Name],

We are pleased to inform you that your registration for the PK program has been successfully completed. Below are the details of your registration:

**\*\*Participant Name:\*\*** [Participant's Name]

**\*\*Registration Number:\*\*** [Registration Number]

**\*\*Program Start Date:\*\*** [Start Date]

**\*\*Location:\*\*** [Location]

**\*\*Duration:\*\*** [Duration]

We are excited to have you on board and look forward to your participation in the program. Should you have any questions, please do not hesitate to contact us at [Contact Information].

Thank you,

[Your Name]

[Your Position]

[Your Organization]

[Contact Information]