

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

Dear [Recipient Name],

Subject: YQCA Certification Confirmation for Event Participation

We are pleased to confirm that [Participant's Name] holds a valid Youth for the Quality Care of Animals (YQCA) certification, which is a requirement for participation in our upcoming event, [Event Name], scheduled for [Event Date] at [Event Location].

As part of our commitment to animal welfare and safety, we ensure that all participants are knowledgeable and compliant with the standards set forth by YQCA for responsible animal care.

Please find attached [any necessary documents if applicable], and do not hesitate to reach out should you require any further information or clarification.

Thank you for your attention, and we look forward to seeing

[Participant's Name] at the event.

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]

[Your Contact Information]