

**TOPIC:Confirming your attendance for an upcoming job interview.**

Subject: Confirmation of Attendance for Job Interview on [Date]

Dear [Interviewer's Name],

I hope this message finds you well. I am writing to confirm my attendance at the upcoming job interview for the [Job Position] at [Company Name] scheduled for [Date] at [Interview Location].

I am excited about the opportunity to interview for this position and to learn more about [Company Name]. I have thoroughly researched the company and its values, and I am enthusiastic about the possibility of joining your team.

Please let me know if there are any additional documents or information you require from me before the interview. I am prepared to bring copies of my resume, references, and any other relevant materials to the interview.

If there have been any changes to the interview schedule or if you need to convey any specific instructions, please do not hesitate to inform me.

I look forward to meeting with you and the rest of the interview panel. Thank you once again for considering my application. If you have any questions or need to reach me before the interview, you can reach me at [Your Phone Number] or [Your Email Address].

Thank you for this opportunity, and I am eagerly anticipating our meeting on [Date].

Sincerely,

[Your Name]