{date}

***by email:***

**{name}**

Dear {name},

**Subject: OFFER OF ADMISSION TO THE MARKETING & EVENT PLANNING WORKSHOP**

We are pleased to inform you that you have been admitted to the Marketing & Event Planning Workshop organized by the Ghana Academy of Marketing & Events (GAME). The workshop is scheduled to take place from 17th to 18th September 2024 at the Theological Education and Missions Centre (TEAM), Community 18, Spintex.

This workshop is designed to equip you with the latest strategies and skills in marketing and event planning.

**Workshop Details:**

**Dates:** 17th - 18th September 2024

**Time:** 8:30am to 4pm each day

**Location:** Theological Education and Missions Centre (TEAM), Spintex Accra (<https://maps.app.goo.gl/cAjJ7NdewwEo34Rn9>)

**Cost:** 750 cedis

**Inclusions:**

* Lunch on both days
* Two coffee breaks each day
* Certificate of participation

**Certification Options:** In addition to the Certificate of Participation, you can enhance your qualifications with the following optional certifications for an additional GHC 200 each:

* Certification in Advanced Event Planning and Execution
* Certificate of Specialization in Sales Excellence and Automation
* Certificate of Specialization in Advanced Marketing Strategies
* Certification in Master of Ceremonies

**Payment Instructions:** Participants can pay directly to Brand Surge Marketing (0241819888) or use card payment/MOMO via [GAME WORKSHOP 2024 (paystack.shop)](https://paystack.shop/game-workshop-2024) Brand Surge Marketing is our official financial partner for this workshop.

Please confirm your acceptance by making payment on or before Friday, 13th September 2024. We recommend that you arrive at least 30 minutes before the start time on the first day to complete registration.

We look forward to your participation and are excited to help you unleash your potential in marketing and event planning.

If you have any questions or need further information, please do not hesitate to contact us at [info@game.edu.gh](mailto:info@game.edu.gh) or 030 395 6661

**CONGRATULATIONS**

**Disclaimer:***This letter is being sent via email and does not require a physical signature. If you believe you have received this email in error or have any concerns about its authenticity, please contact us immediately at [info@game.edu.gh](mailto:info@game.edu.gh)*