

POSTER RECONFIRMATION LETTER TEMPLATE

Dear Participant,

Thank you for reconfirming your poster presentation in.....AFAF.

- Your **PANEL ALLOCATION NUMBER** is _____ for the poster entitled “ _____ ”.
- **Your poster presentation is on during Hrs.**
- The poster should be displayed latest by 12.00 noon.
- Strictly follow the instructions given to you for preparation of the poster.
- **Posters having the dimensions 80 cm height x 112 cm width (32 inches x 45 inches) alone can be fixed on the panel.**
- Please bring the printed posters as per the size specifications along with you. We will not take any responsibility for printing the posters.
- You are expected to arrive in person and place your poster in the allotted panel as per the panel allocation number. **You need not send the pdf or ppt to us.**
- Panels are made out of metal; hence, you must bring double-sided tape/adhesive material along with you for fixing the posters on the panels. Nailing of posters will not be permitted on the panel.

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CONVENER