

Reminder: Upcoming Volunteer Orientation

Dear [Volunteer Name],

We would like to remind you of the upcoming orientation for our volunteers scheduled for [Date] at [Time]. The orientation will take place at [Location].

During this session, you will have the opportunity to learn about our organization, the various volunteer roles available, and how you can make a difference in the community.

Please confirm your attendance by replying to this email. We look forward to seeing you there!

Best regards,
[Your Name]
[Your Position]
[Organization Name]
[Contact Information]