

# Club Equipment Return Follow-Up

Dear [Participant's Name],

We hope this message finds you well. As a friendly reminder, we would like to follow up regarding the equipment you borrowed from [Club Name]. We kindly ask that you return the items by [Return Deadline].

If you have already returned the equipment, please disregard this message. Otherwise, please let us know if you need any assistance in arranging the return.

Thank you for being a valued member of our club!

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