

Friendly Reminder to Return Club Gear

Dear [Member's Name],

I hope this message finds you well! I wanted to send a quick reminder regarding the club gear that was issued to you. We kindly ask that you return it by [Return Date] to ensure it's available for other members.

If you have any questions or concerns, please feel free to reach out. Thank you for your cooperation!

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