

Emergency Preparedness Drill Participant Instructions

Dear [Participant's Name],

Thank you for your willingness to participate in our upcoming Emergency Preparedness Drill scheduled on [Date] at [Location]. Your involvement is crucial for the success of this exercise.

Drill Details:

- **Date:** [Date]
- **Time:** [Start Time] - [End Time]
- **Location:** [Location]

Participant Instructions:

1. Please arrive at least 15 minutes early for registration.
2. Wear comfortable clothing and closed-toe shoes suitable for outdoor activities.
3. Bring any necessary personal items, such as water, snacks, and a first aid kit if you have one.
4. Familiarize yourself with the emergency procedures outlined in the attached materials prior to the drill.
5. Follow the instructions of the drill coordinators at all times.
6. Participate fully and provide feedback after the drill to help us improve future exercises.

If you have any questions or require further information, please do not hesitate to contact us at [Contact Information].

Thank you for your commitment to safety and preparedness! We look forward to seeing you there.

Sincerely,

[Your Name]
[Your Title]
[Club Name]