

Comprehensive Wellness Check Announcement

Dear [Employee's Name],

We are excited to announce that we will be conducting a Comprehensive Wellness Check for all employees on [Date] from [Start Time] to [End Time] at [Location]. This initiative aims to promote health and well-being within our organization.

During the wellness check, you will have the opportunity to receive:

- Health screenings
- Nutritional assessments
- Fitness evaluations
- Personalized health advice

Please make sure to RSVP by [RSVP Deadline] to confirm your participation. We encourage everyone to take advantage of this valuable opportunity.

If you have any questions, feel free to reach out to [Contact Person's Name] at [Contact Information].

Thank you for prioritizing your health and well-being!

Sincerely,
[Your Name]
[Your Position]
[Your Company]