

# Invitation to Safety Training

Dear Team,

We are pleased to invite you to attend our upcoming Safety Training session, aimed at enhancing our workplace safety practices.

**Date:** [Insert Date]

**Time:** [Insert Time]

**Location:** [Insert Venue]

This training is mandatory for all employees to ensure that we maintain the highest standards of safety in our workplace.

Please confirm your attendance by [Insert RSVP Date].

Thank you for your commitment to safety.

Best regards,

[Your Name]

[Your Position]

[Your Company]