

Welcome to the Team!

Dear [Employee Name],

We are thrilled to welcome you to [Company Name]! As a seasonal employee, your contributions are vital to our success, and we are excited to have you on board.

Important Information

- **Your Start Date:** [Start Date]
- **Work Hours:** [Work Hours]
- **Your Supervisor:** [Supervisor's Name]

What to Expect

During your first week, you will receive training on our policies and procedures. Please familiarize yourself with the employee handbook included in your welcome kit.

Team Events

We encourage you to participate in our team-building events. Check the calendar for upcoming activities!

Company Values

At [Company Name], we value teamwork, respect, and integrity. We look forward to seeing how you embody these values in your work.

Once again, welcome to our team! If you have any questions, feel free to reach out.

Sincerely,

[Your Name]

[Your Title]

[Company Name]