

Transit Arrangement Confirmation for Volunteer Program

Date: [Insert Date]

Dear [Volunteer's Name],

We are pleased to confirm your transit arrangements for the upcoming volunteer program scheduled from [Start Date] to [End Date]. Below are the details of your transportation:

Transit Details:

- **Departure:** [Departure Location] at [Departure Time]
- **Arrival:** [Destination Location] at [Arrival Time]
- **Mode of Transportation:** [Bus/Train/Car/etc.]
- **Ticket Information:** [Insert any relevant ticket information]

Important Notes:

- Please arrive at the departure location at least [X Minutes] prior to departure.
- Contact number for transit inquiries: [Insert Contact Number]
- In case of emergency, please reach out to [Emergency Contact Information].

We greatly appreciate your commitment to our volunteer program and look forward to your contributions. Should you have any questions or need further assistance, please do not hesitate to reach out.

Best regards,

[Your Name]

[Your Title]

[Organization's Name]

[Contact Information]