

# Volunteer Handbook Distribution Confirmation

Date: [Insert Date]

To: [Volunteer's Name]

Address: [Volunteer's Address]

Dear [Volunteer's Name],

Thank you for your commitment to our organization. We are pleased to inform you that your Volunteer Handbook has been successfully distributed.

The handbook includes important information regarding our policies, procedures, and expectations. Please take the time to review it thoroughly.

If you have any questions or need further clarification regarding the contents of the handbook, do not hesitate to reach out to us.

Thank you for your valuable contribution to [Organization's Name]. We look forward to a successful partnership.

Sincerely,

[Your Name]

[Your Position]

[Organization's Name]

[Contact Information]