

Green Light for Volunteer Activity Participation

Date: [Insert Date]

To: [Volunteer Name]

From: [Your Organization Name]

Subject: Confirmation of Participation in Volunteer Activity

Dear [Volunteer Name],

We are pleased to inform you that you have been given the green light to participate in the upcoming volunteer activity scheduled for [Insert Date] at [Insert Location]. Your commitment to making a positive impact in our community is greatly appreciated.

Details of the event:

- **Date:** [Insert Date]
- **Time:** [Insert Time]
- **Location:** [Insert Location]
- **Activity:** [Insert Activity]

Please arrive 15 minutes early for orientation and be prepared with the necessary supplies. If you have any questions, feel free to reach out to us at [Insert Contact Information].

Thank you for your willingness to volunteer and make a difference. We look forward to seeing you there!

Sincerely,

[Your Name]

[Your Position]

[Your Organization]