

# Training Schedule for Fundraising Event Volunteers

Dear Volunteers,

Thank you for your commitment to making our upcoming fundraising event a success! Below is the training schedule designed to prepare you for your roles.

## Training Schedule

Date	Time	Location	Training Topic
March 10, 2024	10:00 AM - 12:00 PM	Community Center Room A	Fundraising Strategies
March 15, 2024	1:00 PM - 3:00 PM	Online (Zoom)	Volunteer Responsibilities
March 20, 2024	10:00 AM - 12:00 PM	Main Hall at the Event Venue	Event Day Logistics

Please RSVP by March 5, 2024, to confirm your attendance at each training session.

Thank you once again for your support. We look forward to working together to make a difference!

Sincerely,

[Your Organization Name]

[Your Contact Information]