

Transportation Service Onboarding Schedule Details

Dear [Recipient's Name],

We are excited to welcome you to our transportation service onboarding program. Below are the details regarding the schedule:

Onboarding Schedule

Date	Time	Activity
Monday, [Date]	9:00 AM - 10:30 AM	Introduction to Transportation Services
Monday, [Date]	11:00 AM - 12:30 PM	Safety Training Session
Tuesday, [Date]	1:00 PM - 3:00 PM	Operational Procedures Overview
Wednesday, [Date]	10:00 AM - 12:00 PM	Field Training
Wednesday, [Date]	1:00 PM - 4:00 PM	Q&A and Feedback Session

Please ensure to bring the necessary documents and materials. We look forward to seeing you!

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]