

Company Picnic Planning Proposal

Date: [Insert Date]

To: [Recipient Name]

From: [Your Name]

Subject: Proposal for Company Picnic

Dear [Recipient Name],

We are excited to propose a company picnic aimed at fostering team spirit and enhancing employee engagement. Below are the details we suggest:

Objective

To create an enjoyable outdoor experience that promotes camaraderie among employees.

Date and Time

Proposed Date: [Insert Date]

Time: [Insert Time]

Location

[Insert Location]

Activities

- Team Games
- Barbecue and Refreshments
- Raffle Prizes and Giveaways

Budget

The estimated budget for the picnic is [Insert Amount], covering venue rental, food, drinks, and activities.

Conclusion

We believe this company picnic will strengthen our workplace culture and provide a much-needed break for everyone. We look forward to your feedback and approval.

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]