

# Reminder: Upcoming Medical Volunteer Training Session

Dear [Volunteer Name],

This is a friendly reminder that you are scheduled to attend the Medical Volunteer Training Session on **[Date]** at **[Time]**.

The session will take place at **[Location]**. Please ensure to arrive at least 15 minutes early for registration and to gather any materials you may need.

Your participation is essential to ensure you are fully prepared for our upcoming medical outreach programs. Thank you for your dedication and commitment to our cause.

If you have any questions or need further information, please do not hesitate to contact us at **[Contact Information]**.

Looking forward to seeing you there!

Best Regards,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]