

Disciplinary Action Notice

Date: [Insert Date]

To: [Player's Name]

Team: [Team Name]

Position: [Player's Position]

Dear [Player's Name],

This letter serves as a formal notice regarding a disciplinary action taken against you due to [reason for the disciplinary action, e.g., violation of team rules, unsportsmanlike behavior].

Details of the incident are as follows:

- Date of Incident: [Insert Date]
- Nature of Violation: [Describe the violation]
- Witnesses (if any): [List witnesses]

As a consequence of this violation, the following disciplinary action will be taken:

- [Describe the disciplinary action, e.g., suspension, reduction of playing time, etc.]

We encourage you to reflect on this incident and expect you to adhere to team rules and regulations moving forward. If you wish to discuss this matter further, please feel free to contact me by [insert contact method].

Thank you for your attention to this important matter.

Sincerely,

[Coach's Name]

[Title]

[Team Name]