

# Reminder: Sports Team Compliance Training Session

Dear Team Members,

This is a friendly reminder about the upcoming compliance training session scheduled for:

**Date:** [Insert Date]

**Time:** [Insert Time]

**Location:** [Insert Location]

Your attendance is mandatory as we will cover important topics related to compliance policies and procedures. This training is essential to ensure that all team members are aware of their responsibilities and the standards expected of us.

Please come prepared with any questions you may have.

Best regards,

[Your Name]

[Your Position]

[Team Name]