

# Client Onboarding Timeline

Dear [Client's Name],

We are excited to welcome you as our new client! Below is the timeline for your onboarding process to ensure a smooth transition.

## Onboarding Timeline

- **Week 1:** Initial Meeting to Discuss Objectives
- **Week 2:** Information Gathering and Needs Assessment
- **Week 3:** Strategy Development Meeting
- **Week 4:** Implementation of Strategies
- **Week 5:** First Review and Adjustments
- **Week 6:** Final Review and Ongoing Support Plan

We are here to assist you every step of the way. Please feel free to reach out with any questions or concerns.

Best Regards,

[Your Company Name]

[Your Contact Information]