

# Employee Wellness Program Participation Confirmation

Date: [Insert Date]

To: [Employee Name]

From: [Your Company Name]

Subject: Confirmation of Your Participation in the Employee Wellness Program

Dear [Employee Name],

We are pleased to confirm your participation in our Employee Wellness Program. Your commitment to improving your health and well-being is highly appreciated.

Program Details:

- Start Date: [Insert Start Date]
- Duration: [Insert Duration]
- Location: [Insert Location/Virtual]
- Program Coordinator: [Insert Coordinator Name]

Please feel free to reach out to [Coordinator Name] at [Coordinator Email] if you have any questions or require further information.

We look forward to your active participation and wish you the best in your wellness journey!

Best regards,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]