

Follow-Up Session Invitation

Dear [Employee Name],

We hope this message finds you well. Following our recent logistics workforce training, we would like to invite you to a follow-up session that aims to reinforce the concepts covered and address any questions you may have.

Details of the Follow-Up Session

- **Date:** [Insert Date]
- **Time:** [Insert Time]
- **Location:** [Insert Location]
- **Duration:** [Insert Duration]

Please confirm your attendance by [RSVP Date]. If you have any specific topics or questions you would like to cover, feel free to let us know in advance.

Thank you for your commitment to enhancing our logistics operations. We look forward to your active participation.

Best regards,

[Your Name]
[Your Position]
[Company Name]
[Contact Information]