

# Virtual Audit Training Dates Notification

Dear Team,

We are pleased to announce the upcoming virtual audit training sessions. Please find the details below:

## Training Schedule

- **Date 1:** January 10, 2024, 10:00 AM - 12:00 PM
- **Date 2:** January 15, 2024, 2:00 PM - 4:00 PM
- **Date 3:** January 22, 2024, 10:00 AM - 12:00 PM

Please mark your calendars and ensure your availability for these sessions.

Best regards,  
[Your Name]  
[Your Position]  
[Your Company]