

Volunteer Shift Confirmation

Dear [Volunteer Name],

Thank you for your commitment to helping at [Animal Shelter Name]. We are pleased to confirm your volunteer shift as follows:

- **Date:** [Date]
- **Time:** [Start Time] to [End Time]
- **Location:** [Animal Shelter Address]

Please arrive at least 10 minutes early to check in and receive your instructions for the day. Dress comfortably and be ready to assist with various tasks!

If you have any questions or need to make changes to your schedule, feel free to contact us at [Contact Information].

Thank you for your dedication and support!

Sincerely,
[Your Name]
[Your Title]
[Animal Shelter Name]