

Relocation Agreement Support Resources

Date: [Insert Date]

To: [Employee's Name]

Address: [Employee's Address]

Dear [Employee's Name],

We are pleased to inform you that your relocation request has been approved. To assist you in this transition, we have compiled a list of support resources available to you.

Relocation Support Resources

- **Moving Services:** [Name of Moving Company] - Contact: [Phone Number]
- **Housing Assistance:** [Local Real Estate Agent] - Contact: [Phone Number]
- **Temporary Housing:** [Name of Hotel or Rental Service] - Contact: [Phone Number]
- **Transportation Allowance:** [Details on Transportation Reimbursement]
- **Local Orientation:** [Details on Local Orientation Programs]

Please feel free to reach out if you have any questions or require additional resources.

Best regards,

[Your Name]

[Your Job Title]

[Company Name]

[Company Contact Information]