

Retirement Fund Enrollment Announcement

Dear Employees,

We are pleased to announce the enrollment of our new Retirement Fund Program, designed to help you secure your financial future. This program will be available starting **[Start Date]**.

Enrollment will take place from **[Enrollment Period]**. We encourage all employees to participate to take advantage of the benefits this program offers.

For more information, please attend the informational session on **[Session Date]** at **[Session Location]**.

Thank you for your attention and commitment to your future.

Sincerely,

[Your Name]
[Your Position]
[Company Name]