

Confirmation of Rotational Program Start Date

[Your Name]

[Your Position]

[Your Company]

[Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Recipient's Company]

[Recipient's Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to confirm the start date for your rotational program in our organization. The program is set to commence on [Start Date]. We are excited to have you onboard and look forward to your contributions during this period.

Please feel free to reach out if you have any questions or require further information.

Best regards,

[Your Name]

[Your Position]

[Your Company]