

Notification of Maternity Program Attendance

Date: [Insert Date]

Dear [Employee's Name],

We are pleased to inform you that you are registered for our upcoming Maternity Program. Your attendance is confirmed for the following dates:

- Session 1: [Insert Date and Time]
- Session 2: [Insert Date and Time]
- Session 3: [Insert Date and Time]

Please ensure to attend all sessions as they will cover vital information regarding maternity leave, prenatal care, and support resources available to you during this time.

If you have any questions or require further assistance, feel free to reach out to [Insert Contact Person's Name] at [Insert Contact Information].

We look forward to seeing you!

Best Regards,

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