

Hello,

Welcome to *[Event Title]*! I'm *[Sender Name]*, and I'll be your *[group leader or assessor]* for this event. I look forward to sliding with you.

Event Details: *(reference the staffing email for these details. DO NOT make up your own)*

- Meeting Location: *[Specify location, e.g., "Main Lodge at XYZ Lift, near the picnic tables."]* Please look for me, I'll be wearing *(describe your outerwear, color helmet, etc)*
- Date & Time: Ready to load the chair at *[Specify time]*

Important Notes:

- If you are running late, please contact me at *[Group Leader's Cell Number]*.
- Be sure to dress appropriately and bring any necessary gear to stay comfortable in the weather conditions. *[Optional: Provide a brief weather forecast or specific gear recommendations.]*

Event Specific Information:

*Optional space to remind them to complete e learnings, workbooks, etc. Also, could be a place to include link to outline, etc.*

We look forward to seeing you soon!

Best regards,  
*[Sender Name]*