

[YMCA Logo]

[Date]

[Parent's Name]

[Parent's Address]

[City, State, Zip Code]

Dear [Parent's Name],

We hope this message finds you well! We are excited to share some important information regarding your child's participation in our YMCA programs.

****Program Updates:****

[Briefly outline any updates or changes to the program, such as schedule changes, new activities, or upcoming events.]

****Important Dates:****

- [Date 1]: [Event/Activity]

- [Date 2]: [Event/Activity]

- [Date 3]: [Event/Activity]

****Reminders:****

- Please ensure that your child brings [necessary items, such as swimwear, sports equipment, etc.].

- Kindly complete any pending forms required for the program by [deadline].

We value your feedback and encourage you to reach out with any questions or concerns. Our dedicated staff is here to support you and your child in making this experience enriching and enjoyable.

Thank you for being a part of our YMCA community!

Warm regards,

[Your Name]

[Your Position]

[YMCA Name]

[Contact Information]

[Website URL]

[Optional: Social Media Links]