***Sample Reminder to Planning Committee Volunteers***

**(INSERT DATE)**

Thank you for volunteering for our Neighborhood PREP (Plan for Readiness and Emergency Preparedness). We appreciate your willingness to help with/serve as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

As a member of the Planning Committee, you will help us move toward our next step of identifying and coordinating our Neighborhood Response Team.

Here are a few other important contact numbers and details:

If you have any other questions or would like more information, please call \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Thank you again. We look forward to working with you and building a stronger, more resilient neighborhood!