### Team training letter

Congratulations \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

You have been invited to join the Sunshine Coast regional <sport> team.

Training times, requirements, and expectations are outlined below. If you are unable to keep team member commitments and obligations, please get in touch with the team coach or manager to discuss your options.

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| --- | --- | --- |
| **Training** | | |
| Where: | < Give exact whereabouts and a venue/s that will suit all > | |
| When: | < Supply all dates and times of each training session > | |
| What to bring: | < List all items that your team members will require for training > | |
| Expectations: | < give players a clear understanding of team expectations, especially in regard to training attendance and behaviour > | |
| Contacts: | Manager | <name>  <school>, <phone> , <email> |
| Coach | <name>  <school>, <phone> , <email> |
| Trainer | <name>  <school>, <phone> , <email> |

Signed:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team coach