

Formal letter announcing a new program

Subject: Announcement of [Program Name] Launch

Dear [Recipient Name],

We are excited to announce the launch of our new program, [Program Name], starting on [Start Date]. This initiative aims to [brief purpose or objective of the program].

We encourage you to participate and learn more about how this program can benefit you. For further details and registration, please contact [Contact Information] or visit [Website/Link].

Sincerely,

[Your Name]

[Title/Organization]

Get more templates here:

<https://www.lettersandtemplates.com/letters/program-announcement-template>