

# Welcome Email Template

Dear **[new member's name]**,

Thank you so much for becoming a member of **[association's name]**! We're thrilled to have you on board and can't wait to get to know you.

To help you get involved, here are a few events we have planned over the next couple of months:

- **[List upcoming events here]**

You can view our full calendar of events at **[link to website with event calendar]**.

In addition, we want to make sure you're taking full advantage of all the membership benefits available! Here are a few things to get you started ASAP:

- **[List primary membership benefits, i.e. networking opportunities, access to members-only content, professional development opportunities, etc.]**

Should you need any assistance or have any questions or comments about your membership or benefits, please feel free to contact us at **[phone number]** or email us at **[email address]**.

We look forward to seeing you at our next meeting!

Sincerely,

**[Executive Director/President or Board Chair's Name]**  
**[President or Board Chair Title]**