WMH Local Community Starter Toolkit – Email templates

1. **Welcome To Our Local Community Email**

Dear, [Local Site Name] member,

Welcome, and thank you for joining [Local Community Name]. Endorsed by What Moves Her, our local site [insert mission or values statement].

At What Moves Her, we celebrate the incredible achievements of powerful women. Share your inspiring story or that of someone you know through our [EmpowerHer](https://whatmovesher.com/empower-her/) form at whatmovesher.com. Don’t miss the chance to nominate yourself or someone else for our 2025 Moved By Her Power annual award. Stay tuned for more details coming soon!

As a member of our local community, you can expect:

* Invitations to events and networking opportunities
* Access to resources and support from like-minded professionals
* A platform to share your ideas and contribute to our vision

If you have any questions or need support, feel free to reach out to us at [insert email].

Warm Regards,

[Signature]

[Click here for the What Moves Her Email Signature](https://realogy.sharepoint.com/:w:/r/sites/WhatMovesHerWorkingTeam/Shared%20Documents/General/Committee%20Implementation/Starter%20Toolkit/Email%20Signature/What%20Moves%20Her%20Email%20Signature%20-%20Instructions.docx?d=wbca238430df6406c9235ad6a34616296&csf=1&web=1&e=xbee67)

1. **Event Registration Email**

Subject: Register now for [event name]

Dear, [Local Site Name] member,

We’re excited to announce our upcoming event, [Event Name], taking place on [Event Date]. This event promises to be an excellent opportunity for you to connect, learn and grow alongside fellow members of [local site name] community.

Event Details

 - Date & Time: [Date & Time]  
 - Location: [Venue/Online Platform Details]  
 - Special Guests/Speakers: [If applicable, list speakers or notable attendees]

This event will focus on [Brief description of the event’s theme or purpose]

Click [here/link] to register and secure your spot.

Don’t miss out on this opportunity to [network/learn/grow/etc.]. We look forward to seeing you there!

If you have any questions, contact us at [local site email/contact info].

Best regards,

[Your Name]

[Your Title]

[Local Site Name]

1. **Reminder to Register Email**

Subject: Friendly Reminder: Register Now

Dear, [Local Site Name] member,

This is your friendly reminder to secure your spot for our upcoming event on [Event Date].

Join us as we discuss [insert event focus].

Click [here/link] to register now.

We look forward to seeing you there!

Best regards,

[Your Name]

[Your Title]

[Local Site Name]

1. **Post-event Email**

Subject: Thank you for attending [Event name]

Dear, [Local Site Name] member,

Thank you for attending [event name]. We hope you found the event valuable and enjoyed connecting with fellow members.

[highlight key takeaway or notable moments, quotes from speaker].

If you were unable to attend the event, please click here to access a [link recording/recap].

Stay tuned for details on our next event!

Warm regards,

[Your Name]

[Your Title]

[Local Site Name]