

## JA Day Calendar Invite Template

- For elementary schools, the typical time is 8:00 am – 2:00 pm.
- For middle schools, the typical time is 8:30 am – 3:00 pm.
- Please include the address in the location field.
- \*\*Check the agenda from your JA program manager for exact times, which may vary by district.

### Template for Body of Invite:

Thank you for volunteering with JA.

**SCHOOL NAME**

**ADDRESS**

**Nashville, TN ZIP**

Phone: **PHONE**

Ben Vos (JA) – cell ph# (615) 294-2966

Hannah Hess (JA) – cell ph# (606) 682-0162

Kimberly Young (JA) - cell ph# (615) 305-8879

Company Coordinator – cell ph#