# {Scheme Name}

## {Date}

Dear {*Mentor Name*},

Welcome to the {*Scheme Name*}! We are delighted to inform you that you have been matched with a Mentee. We hope you will enjoy a fruitful mentoring relationship with your Mentor.

You have been matched with {*Mentee Name*}. His/her email address is {*Mentor Email*} and he/she has been asked to contact you in the next few weeks to arrange your first meeting. If you have not heard anything by {*date*} you may like to contact them yourself.

We hope you will have a productive relationship. However, if you have any concerns about this match or any other worries please do not hesitate to contact the team at {*email address*}.

Best wishes,

{*Name*}