

Dear [Candidate Name],

Thank you for your interest in the [Job Title] position at [Company Name]. We are pleased to invite you to participate in an on-site working trial interview.

This trial will provide you with an opportunity to demonstrate your skills in a real-world environment and allow you to get a feel for our team and office culture.

Trial Details:

- **Date:** [Date]
- **Start Time:** [Start Time]
- **Estimated End Time:** [End Time]
- **Location:** [Full Office Address]
- **Reporting To:** [Manager/Supervisor Name]

What to Bring:

[List items: e.g., ID, Laptop, Portfolio, Specific Clothing/Gear]

Agenda:

[Briefly describe the tasks or schedule for the day]

Please confirm your attendance by replying to this email by [Deadline Date/Time]. If you have any questions regarding the schedule or travel arrangements, please let us know.

We look forward to seeing you soon.

Best regards,

[Your Name]

[Your Job Title]

[Company Name]