**Email Copy Template for Employees**

**Here is example copy you can paste into the email to your employees sharing your TWI Light survey link.**

**Subject: Building a Thriving Workplace – Your Voice Matters!**

Dear Team,

As we steadily progress towards our **<insert company message>** goals, it is time to evaluate and influence our next steps. Your perspectives are essential in creating our workplace, a place that embodies **<insert company values>.**

It is for this reason, that **<insert company name>** are taking part in our own **Thriving Workplace Index Survey**. This workplace tool is more than a survey, it’s your chance to impact our People Strategy, guiding us towards a more collaborative and rewarding workplace. Higher participation will mean more relevant insights and the ability to improve mental health and wellbeing where it is most needed.

The survey should take approximately 10 minutes and your feedback is safe. It will be confidentially managed by workplace mental health experts, SuperFriend, guaranteeing your anonymity.

**Here is the link to your survey** **[insert link here].**

The survey will open in a new browser window or tab. Follow the instructions in the survey and provide your responses to the questions by clicking on the appropriate buttons. Remember, there is no right or wrong answer. It’s your honest opinion and your unique experience that will help most.

This survey is open for a limited time **<insert two week period>,** please complete ASAP and join us in co-creating **<company name>**'sthriving future together.

Warm Regards,

**<Insert name of person and title>**