

Fundraising Gala Event Program Outline

Dear [Recipient's Name],

We are excited to invite you to our upcoming fundraising gala, [Event Name], which will take place on [Date] at [Venue]. Below is the outline for the event program:

Event Program

- **6:00 PM:** Cocktail Reception
- **7:00 PM:** Opening Remarks by [Host/Organizer]
- **7:15 PM:** Keynote Speaker: [Speaker's Name]
- **7:45 PM:** Dinner Service Begins
- **8:30 PM:** Live Auction
- **9:00 PM:** Entertainment: [Entertainment Details]
- **9:45 PM:** Closing Remarks
- **10:00 PM:** Event Conclusion

Your participation will make a significant difference in our cause, and we hope to see you there!

Best Regards,
[Your Name]
[Your Title]
[Organization Name]