

# Save the Date!

Dear [Alumni's Name],

We are excited to announce the upcoming [School/University Name] Alumni Reunion!

**Date:** [Date of Reunion]

**Location:** [Location of Reunion]

Join us for a wonderful opportunity to reconnect with old friends, share memories, and celebrate the achievements of our alumni community.

More details to follow. We hope to see you there!

Warm regards,

[Your Name]

[Your Position/Role]

[School/University Name] Alumni Association