

# Summer Company Retreat Announcement

Dear Team,

We are excited to announce our upcoming Summer Company Retreat scheduled for July 15-17, 2023. This is a great opportunity for all of us to relax, bond, and strategize for the upcoming quarter.

The retreat will take place at the beautiful Green Lake Resort, where we will engage in team-building activities, workshops, and plenty of opportunities for fun and relaxation.

## Details:

- **Date:** July 15-17, 2023
- **Location:** Green Lake Resort
- **Transportation:** Provided by the company
- **RSVP:** Please confirm your attendance by June 30, 2023

We encourage everyone to participate as this retreat is designed to strengthen our team spirit and drive. More details and an agenda will follow soon.

Looking forward to an amazing retreat with all of you!

Best regards,  
[Your Name]  
[Your Position]