

You're Invited to Our Alumni Reunion!

Dear [Alumni Name],

We are excited to announce the upcoming reunion of the [School/University Name] Class of [Year]! It has been [number] years since we graduated, and we would love to reconnect and celebrate our shared memories.

Date: [Date]

Time: [Time]

Location: [Venue/Address]

Please join us for an evening filled with great food, engaging conversations, and unforgettable moments. This is a wonderful opportunity to catch up with old friends and make new connections.

Kindly RSVP by [RSVP Date] to [Contact Information].

We hope to see you there!

Warm regards,

[Your Name]

[Your Position/Relation to the Event]

[School/University Name] Alumni Association