

# Dear [Donor's Name],

We hope this message finds you well. As a valued supporter of [Charity Organization's Name], we would like to remind you of our upcoming charity event:

**[Event Name]**

**Date:** [Event Date]

**Time:** [Event Time]

**Location:** [Event Location]

This event aims to [briefly describe the purpose of the event]. Your support has made a significant difference, and we would love to see you there!

If you have not yet RSVP'd, please do so by [RSVP Deadline].

Thank you for your continued support!

Best regards,

[Your Name]

[Your Position]

[Charity Organization's Name]

[Contact Information]