

# You're Invited!

Dear [Recipient's Name],

We are pleased to invite you to our Charity Awareness Presentation on [Date] at [Time]. The event will be held at [Location].

Join us as we share our mission to [briefly state purpose of the charity] and how you can get involved.

Please RSVP by [RSVP Date] to [Contact Information]. We look forward to seeing you!

Thank you for your continued support.

Sincerely,

[Your Name]  
[Your Position]  
[Charity Name]