

Family Reunion Attendance Assurance

Dear [Family Member's Name],

We are excited to announce the upcoming family reunion scheduled for [Date] at [Location]. It has been too long since we last gathered, and we would love to see each and every one of you there!

In order to help us with planning, we kindly ask you to confirm your attendance by [RSVP Deadline]. Your assurance of joining the fun will greatly aid in arranging accommodations, meals, and activities for everyone.

Please reply to this letter or contact [Your Contact Information] with your response, and feel free to include any additional family members who might join.

Looking forward to creating beautiful memories together!

Sincerely,

[Your Name]

[Your Relationship, e.g., Family Coordinator]