

# You're Invited to Our Annual Holiday Office Party!

Dear Team,

We are excited to announce that this year's Holiday Office Party will be themed "Winter Wonderland!" Join us for a festive evening filled with fun, food, and celebration.

**Date:** Friday, December 15, 2023

**Time:** 6:00 PM - 10:00 PM

**Location:** Grand Ballroom, Downtown Conference Center

Dress in your best winter attire and be ready for an incredible night of festivities, games, and prizes.

Please RSVP by December 1, 2023, to ensure we have an accurate headcount.

We look forward to celebrating the season with you!

Warm regards,

The Events Committee