

RSVP for Graduation Ceremony

Dear [Recipient's Name],

We are excited to invite you to the graduation ceremony of the Class of [Year]. Please join us in celebrating this milestone.

Event Details:

Date: [Date of Event]

Time: [Time of Event]

Location: [Venue/Address]

Kindly RSVP by [RSVP Deadline]:

Please let us know if you will be attending by checking one of the options below:

I will be attending

I will not be attending

We look forward to celebrating with you!

Sincerely,

[Your Name]

[Your Title/Position]

[University/Organization Name]