

Dear [Alumni Coordinator's Name],

I hope this message finds you well. I am writing to formally accept the invitation to the upcoming alumni reunion scheduled for [date] at [location].

It is an honor to reconnect with my fellow alumni and reminisce about our time at [University/College Name]. I look forward to catching up with everyone and celebrating our shared experiences.

Thank you for organizing this event. Please let me know if there is anything I can contribute to make the reunion memorable.

Warm regards,

[Your Name]

[Your Graduation Year]

[Your Contact Information]