

Invitation to Join the Community Advisory Board

Dear [Recipient's Name],

We are pleased to invite you to participate in our Community Advisory Board (CAB) at [Organization Name]. Your insights and perspectives are invaluable as we strive to enhance our services and programs within the community.

The CAB will meet [frequency, e.g., quarterly] to discuss important topics such as [topics of discussion]. We believe your experience and voice will greatly contribute to our mission.

Details of the first meeting:

- Date: [Date]
- Time: [Time]
- Location: [Location/Virtual Link]

Please confirm your participation by [RSVP date]. We look forward to collaborating with you and making a positive impact in our community.

Sincerely,
[Your Name]
[Your Title]
[Organization Name]
[Contact Information]