

Interview Invitation

Dear [Candidate's Name],

We are pleased to inform you that you have been selected for an interview for the position of [Job Title] at [Agency Name]. Below are the details of your interview:

Interview Details

- **Date:** [Date]
- **Time:** [Time]
- **Location:** [Agency Address, City, State]
- **Interviewer:** [Interviewer's Name and Title]

Please arrive 10-15 minutes early and bring a copy of your resume and any other relevant documents.

We look forward to meeting with you!

Best regards,

[Your Name]

[Your Job Title]

[Agency Name]

[Agency Phone Number]

[Agency Email Address]