

# You're Invited to Our Team Engagement Event!

Dear Team,

We are excited to announce an upcoming team engagement event designed to foster collaboration and strengthen our team spirit!

## Event Details:

- **Date:** Friday, March 10, 2023
- **Time:** 3:00 PM - 5:00 PM
- **Location:** Conference Room A

Join us for an afternoon of fun activities, team-building exercises, and networking opportunities. Refreshments will be provided!

Please RSVP by March 5, 2023, to ensure we have sufficient materials for everyone.

We look forward to seeing you all there!

Best,

The Event Planning Committee