

Upcoming Workplace Gratitude Event

Dear Team,

We are excited to announce our upcoming Workplace Gratitude Event, scheduled for **[Date]** at **[Time]**. This event aims to celebrate our achievements and express appreciation for each other's hard work and dedication.

Join us for an evening filled with fun activities, delicious food, and heartfelt acknowledgments. It's the perfect opportunity to connect with colleagues and share your thanks.

Please RSVP by **[RSVP Date]** to ensure we have enough resources for everyone.

We look forward to celebrating our successes together!

Warm regards,

[Your Name]
[Your Job Title]
[Company Name]