

# You're Invited to Our Holiday Festivities!

Dear Team,

We are excited to announce our upcoming holiday festivities! Join us for a celebration filled with joy, laughter, and great company.

**Date:** December 15, 2023

**Time:** 5:00 PM - 8:00 PM

**Location:** Main Conference Room

We'll have delicious food, fun games, and a chance to unwind as we celebrate the season together. Please RSVP by December 8, 2023, to ensure we have enough treats for everyone!

Looking forward to celebrating with all of you!

Best Regards,

The Events Committee