

You're Invited to Our Summer Picnic!

Dear Team,

We are excited to announce a team outing for a fun-filled summer picnic! Join us for a day of relaxation, games, and great food.

Event Details:

- **Date:** Saturday, July 15, 2023
- **Time:** 12:00 PM - 4:00 PM
- **Location:** Riverside Park, Picnic Area A
- **RSVP:** Please confirm your attendance by July 10, 2023

Don't forget to bring your favorite dish to share, and any outdoor games you enjoy!

Looking forward to seeing all of you there!

Best,

[Your Name]

[Your Position]