

You're Invited to a Surprise Retirement Celebration!

Dear [Guest's Name],

Join us in celebrating [Retiree's Name]'s remarkable career and wishing them a happy retirement!

Date: [Date of the Party]

Time: [Start Time] - [End Time]

Location: [Venue/Address]

Please arrive 30 minutes early to help us surprise [Retiree's Name].

Feel free to bring along a favorite story or memory to share!

Kindly RSVP by [RSVP Date] to [Your Contact Information].

Let's make this a memorable send-off!

Best,

[Your Name]