

Memorial Service Logistics Information

Dear Family and Friends,

We invite you to join us for a memorial service in honor of [Name]. The details of the event are as follows:

Event Details:

- **Date:** [Date]
- **Time:** [Time]
- **Location:** [Venue/Address]
- **Parking:** [Parking Information]

Service Outline:

- Opening Remarks
- Memorial Tributes
- Musical Selections
- Reflection Time
- Closing Remarks

Additional Information:

Please let us know if you will be attending by [RSVP Date]. You may contact us at [Contact Information].

We appreciate your support during this difficult time and look forward to celebrating the life of [Name] together.

Warm regards,

[Your Name]

[Your Contact Information]