

You're Invited to Our Annual Sports Day!

Dear Parents and Guardians,

We are excited to invite you to our Annual Sports Day at **[School Name]** on **[Date]**. Join us for a day filled with fun, competition, and team spirit!

Event Details:

Date: [Date]

Time: [Start Time] - [End Time]

Location: [School Field/Grounds]

We encourage all families to attend and support our young athletes. Enjoy various activities, food stalls, and prizes throughout the day!

Please RSVP by **[RSVP Date]** to ensure adequate preparations.

We look forward to your presence!

Best Regards,

[Your Name]

[Your Position]

[School Name]

[Contact Information]