

You're Invited to Our Alumni Reunion!

Dear [Alumnus Name],

We are excited to announce the upcoming Alumni Reunion for the Class of [Year]. Join us as we reconnect, reminisce, and celebrate our shared experiences at [School/University Name].

Date: [Date]

Time: [Time]

Location: [Venue/Address]

Please RSVP by [RSVP Deadline] to ensure your spot at this memorable event.

We look forward to seeing you there!

Warm regards,

[Your Name]

[Your Title/Position]

[Contact Information]