

Annual Staff Gathering Invitation

Dear Team,

We are excited to invite you to our Annual Staff Gathering.

Date: [Insert Date]

Time: [Insert Time]

Location: [Insert Venue]

Join us for a day of reflection, celebration, and team-building activities.

Please RSVP by [Insert RSVP Date] to confirm your attendance.

We look forward to seeing you all there!

Best regards,

[Your Name]

[Your Position]

[Company Name]