

Graduation Ceremony Attendance Reminder

Dear [Guest's Name],

We are excited to remind you about the upcoming graduation ceremony for [Graduate's Name].

Date: [Date of the Ceremony]

Time: [Time of the Ceremony]

Location: [Venue Address]

This is a significant milestone for our graduate, and your presence would mean a lot to them. We look forward to celebrating this special day with you!

Kindly RSVP by [RSVP Date] to confirm your attendance.

Warm regards,

[Your Name]

[Your Contact Information]