

Alumni Reunion Event Confirmation

Dear [Alumni Name],

We are excited to confirm your participation in the upcoming Alumni Reunion!

Event Details

- **Date:** [Date]
- **Time:** [Start Time] - [End Time]
- **Location:** [Venue Name, Address]
- **Dress Code:** [Dress Code]

Please RSVP by [RSVP Deadline] by emailing us at [Email Address].

We look forward to reconnecting and celebrating our memories together!

Warm regards,

[Your Name]

[Your Position]

[Organization Name]