

Dear [Alumnus Name],

We hope this message finds you well! As we prepare for the upcoming edition of our yearbook, we want to reach out to our valued alumni to contribute to this cherished tradition.

Your experiences and insights are invaluable to our current students and fellow alumni. We invite you to share a short message, memory, or even a few words of wisdom that we can include in the yearbook.

Please consider contributing to this year's edition by sending us your written submission by [submission deadline]. You may email your contributions to [email address].

Thank you for being an integral part of our school's history. We look forward to hearing from you!

Warm regards,

[Your Name]

[Your Position]

[School/Organization Name]

[Contact Information]