

# You're Invited to Our Corporate Anniversary Celebration!

Dear Team,

We are excited to announce that we will be celebrating the **5th anniversary** of our company on **March 15, 2024**. This milestone marks a significant achievement in our journey, and we want to celebrate it with all of you!

## Event Details:

- **Date:** March 15, 2024
- **Time:** 6:00 PM - 10:00 PM
- **Venue:** Grand Ballroom, City Hotel
- **Dress Code:** Business Casual

Join us for an evening filled with food, fun, and reflections on our journey together. There will be awards, speeches, and a chance to connect with your colleagues.

Please RSVP by March 1, 2024, to ensure we have an accurate headcount.

Let's make this celebration memorable!

Best regards,  
[Your Name]  
[Your Position]  
[Company Name]