

# You're Invited to Our Open House!

Dear [Recipient's Name],

We are excited to announce that [Company Name] has relocated to our new office at [New Address]. To celebrate this milestone, we would like to invite you to our Open House event!

**Date:** [Event Date]

**Time:** [Event Time]

**Location:** [New Address]

Please RSVP by [RSVP Date] to [Contact Information].

Thank you, and we look forward to seeing you soon!

Warm regards,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]