

Event Theme Proposal for [Birthday Person's Name]

Date: [Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Proposal for [Birthday Person's Name]'s Birthday Celebration

Introduction

I hope this message finds you well. I am excited to propose a theme for the upcoming birthday celebration of [Birthday Person's Name].

Event Theme: [Proposed Theme]

Description: [Brief description of the theme, e.g., "A vibrant tropical luau with colorful decorations, Hawaiian-inspired food, and fun activities."]

Venue Suggestions

- [Venue Option 1]
- [Venue Option 2]
- [Venue Option 3]

Decorations

[Details about decorations that match the theme.]

Activities

[Outline of proposed activities or entertainment that would suit the theme.]

Budget Estimate

[Approximate costs associated with the theme, including venue, decorations, food, etc.]

Conclusion

I believe that this theme will create a memorable experience for [Birthday Person's Name]. I look forward to your thoughts and suggestions.

Best regards,

[Your Name]

[Your Contact Information]