

Annual General Meeting Invitation

Dear [Recipient's Name],

We are pleased to invite you to our Annual General Meeting (AGM) scheduled for **[Date]** at **[Time]**. The meeting will be held at **[Location]**.

Agenda:

- Welcome and Introductions
- Review of the Previous Year
- Financial Statements
- Election of Board Members
- Open Forum for Questions

Please RSVP by **[RSVP Date]**.

We look forward to your participation.

Sincerely,
[Your Name]
[Your Position]
[Your Organization]