

You're Invited to a Casual Retirement Lunch!

Dear Team,

We are excited to invite you to a casual lunch gathering to celebrate the retirement of our dear colleague, **[Retiree's Name]**.

Date: [Insert Date]

Time: [Insert Time]

Location: [Insert Location]

Join us as we honor **[Retiree's Name]** and share memorable moments together. Food and drinks will be provided!

Please RSVP by [Insert RSVP Date].

We hope to see you there!

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]