

# You're Invited!

Dear [Recipient's Name],

We are pleased to invite you to a retirement lunch in honor of [Retiree's Name]. Join us in celebrating their remarkable career and contributions to [Company/Organization Name].

**Date:** [Date]

**Time:** [Time]

**Location:** [Venue/Address]

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

We look forward to celebrating together!

Best Regards,

[Your Name]

[Your Title]

[Company/Organization Name]