

You're Invited!

Dear [Employee's Name],

We are pleased to invite you to our Annual Employee Recognition Awards Ceremony, where we will honor and celebrate the outstanding achievements of our team members.

Date: [Date]

Time: [Time]

Location: [Venue/Address]

Join us for an evening of celebration, inspiration, and camaraderie as we recognize the hard work and dedication of our incredible employees.

Please RSVP by [RSVP Date]. We look forward to celebrating with you!

Best Regards,

[Your Name]

[Your Position]

[Company Name]