

Invitation to Public Policy Forum

Dear [Recipient's Name],

We are pleased to invite you to the upcoming Public Policy Forum organized by [NGO Name]. The forum will be held on [Date] at [Location] from [Start Time] to [End Time].

The purpose of this forum is to engage stakeholders in meaningful discussions about [specific policy issues or topics]. This is an excellent opportunity for you to share your insights, network with other professionals, and contribute to shaping effective public policies.

Please find the agenda attached for your reference. We hope you will confirm your attendance by [RSVP Date].

Thank you for considering this invitation. We look forward to your participation.

Warm regards,

[Your Name]

[Your Position]

[NGO Name]

[Contact Information]