

# Invitation to International Collaboration Meeting

Dear [Recipient's Name],

We are pleased to invite you to participate in an International Collaboration Meeting organized by [Your NGO's Name]. This meeting aims to bring together NGOs from various countries to share ideas, resources, and strategies for effective collaboration on [specific issue or theme].

**Date:** [Insert Date]

**Time:** [Insert Time]

**Location:** [Insert Location or Virtual Platform Link]

This collaboration is essential in maximizing our impact and addressing global challenges effectively. Your expertise and involvement would be invaluable.

Please confirm your attendance by [RSVP Date]. Should you have any questions or need further information, feel free to contact us at [Contact Information].

We look forward to your positive response.

Warm regards,

[Your Name]  
[Your Position]  
[Your NGO's Name]  
[Contact Information]