

You're Invited!

Dear [Recipient's Name],

We are pleased to invite you to our Financial Literacy Workshop specifically designed for small business owners.

Event Details:

Date: [Insert Date]

Time: [Insert Time]

Location: [Insert Venue Address]

This workshop aims to empower small business owners with essential financial knowledge and skills necessary for managing your business finances effectively.

Highlights of the workshop include:

- Understanding financial statements
- Budgeting and forecasting
- Managing cash flow
- Accessing funding and resources

Join us for an enlightening session and take the next step towards financial independence for your business.

Please RSVP by [Insert RSVP Date] to ensure your spot.

We look forward to seeing you!

Best regards,
[Your Name]
[Your Title]
[NGO Name]
[Contact Information]