

Dear Community Members,

We are excited to invite you to our upcoming **Human Rights Symposium**, hosted by [Your NGO Name]. This event will take place on **[Date]** at **[Venue]** from **[Start Time]** to **[End Time]**.

The symposium will bring together thought leaders, activists, and community members to discuss and explore critical human rights issues affecting our community and beyond. It's a great opportunity to engage in meaningful conversations and share perspectives.

Event Details:

- **Date:** [Date]
- **Time:** [Start Time] - [End Time]
- **Venue:** [Venue Address]
- **RSVP by:** [RSVP Date]

Please confirm your attendance by replying to this email or calling us at **[Contact Number]**.

We look forward to your presence and contribution to this important discussion.

Warm regards,

[Your Name]

[Your Title]

[Your NGO Name]

[Contact Information]