

# You're Invited to Our Team-Building Retreat!

Dear Team,

We are excited to announce a team-building retreat designed to enhance our collaboration and strengthen our team spirit!

**Date:** April 15-17, 2024

**Location:** Mountainview Resort, 123 Retreat Lane, Springfield

This retreat will include fun activities, workshops, and plenty of opportunities for relaxation and bonding. Your participation is vital to the success of our team, and we would love for you to join us.

Please RSVP by March 1, 2024, to ensure your spot.

Looking forward to a great time together!

Best regards,

The Organizational Development Team