

Commencement Ceremony Invitation

Dear [Recipient's Name],

We are pleased to invite you to the Commencement Ceremony of the [Your Institution's Name] Class of [Year]. Join us in celebrating this significant milestone in the lives of our graduates.

Details of the Ceremony

- **Date:** [Date]
- **Time:** [Time]
- **Location:** [Venue/Address]
- **Guest Speaker:** [Name]

Please arrive at least 30 minutes early to allow time for seating. Dress code is formal; graduates should wear their caps and gowns.

We look forward to celebrating this momentous occasion with you!

Warm regards,

[Your Name]

[Your Title]

[Your Institution's Name]

[Contact Information]