

# Notice of Alumni Chapter Meeting

Dear Alumni,

We are excited to invite you to our next Alumni Chapter meeting to discuss upcoming events and initiatives.

**Date:** [Insert Date]

**Time:** [Insert Time]

**Location:** [Insert Location]

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

We look forward to seeing you and discussing ways to strengthen our alumni community.

Best regards,

[Your Name]

[Your Title]

[Alumni Chapter Name]