

You're Invited to a Retirement Celebration!

Dear Team,

We are excited to invite you to a special event to celebrate the retirement of our esteemed colleague, **[Retiree's Name]**.

Details of the Event:

Date: [Date]

Time: [Time]

Location: [Venue/Address]

Join us as we honor **[Retiree's Name]** for their years of dedication and hard work. It will be an occasion filled with memories, laughter, and gratitude.

Please RSVP by **[RSVP Date]** to **[Contact Information]**.

We look forward to celebrating together!

Best Regards,
[Your Name]
[Your Position]