

You're Invited to Our Alumni Reunion!

Dear [Alumni Name],

We are excited to announce the upcoming Alumni Reunion, celebrating [specific anniversary, e.g., 25th, 50th] anniversary of the graduating class of [Year]. Join us for a memorable gathering with old friends, faculty, and staff!

Event Details:

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

We encourage you to share this invitation with your classmates. It's a great opportunity to reconnect and reminisce about your time at [School/University Name].

To confirm your attendance, please RSVP to [Contact Information]. We look forward to welcoming you back!

Warm regards,

[Your Name]
[Your Title/Position]
[School/University Name]