

You're Invited!

Dear [Employee's Name],

We are excited to invite you to our annual Holiday Office Celebration at [Restaurant Name]. Join us for an evening filled with delicious food, great company, and festive cheer!

Date: [Date]

Time: [Time]

Location: [Restaurant Address]

Please RSVP by [RSVP Date] to ensure we have enough seating for everyone.

We look forward to celebrating the holiday season with you!

Warm regards,

[Your Name]

[Your Position]

[Company Name]