

Performance Evaluation Invitation

Dear [Employee Name],

We are pleased to invite you to your upcoming Performance Evaluation meeting, scheduled for [Date] at [Time]. This meeting will take place at [Location].

The purpose of this evaluation is to discuss your contributions to our team, review your performance, and set future goals. It's an opportunity for you to reflect on your experiences and share your thoughts as well.

Please come prepared with any feedback or questions you may have. Your input is highly valued and will help us continue to foster a positive working environment.

We look forward to our discussion!

Best regards,

[Your Name]

[Your Position]

[Restaurant Name]

[Contact Information]