

# You're Invited!

Dear [Alumni Name],

We are excited to invite you to our upcoming school event, the [Event Name], which will take place on [Date] at [Location]. This is a wonderful opportunity to reconnect with fellow alumni, share memories, and celebrate the achievements of our school.

## Event Details:

- **Date:** [Date]
- **Time:** [Start Time] to [End Time]
- **Location:** [Location]

Please RSVP by [RSVP Deadline] to confirm your attendance.

We look forward to seeing you there!

Warm regards,

[Your Name]

[Your Title]

[School Name]

[Contact Information]