

Invitation to Our Annual School Event

Dear [Business Name],

We are excited to invite you to participate in our Annual School Event on [Date] at [Time]. This year, the event will take place at [Location], and we anticipate a wonderful turnout of students, parents, and community members.

As a valued local business, we believe that your participation would greatly enrich our event. We would love to have you showcase your products and services, or consider partnering with us as a sponsor.

Join us for a day filled with fun activities, educational presentations, and community spirit. Please RSVP by [RSVP Date] to confirm your participation.

Thank you for supporting our school and the local community. We hope to see you there!

Sincerely,

[Your Name]

[Your Position]

[School Name]

[Contact Information]