

You're Invited to a Farewell Soiree!

Dear Acquaintances,

It is with mixed emotions that I announce my departure. To celebrate the time we've shared and bid farewell, I am hosting a soiree.

Details of the Soiree:

- **Date:** Saturday, November 25, 2023
- **Time:** 7:00 PM - 10:00 PM
- **Location:** 123 Farewell Lane, Your City
- **Dress Code:** Casual Chic

Please RSVP by November 15, 2023, so I can prepare accordingly.

I look forward to seeing you and sharing memories before I go!

Warm regards,
Your Name