

# Dear [Parent Group Name],

We are writing to celebrate the wonderful contributions and the memorable moments shared with us by our departing members, [Names of Departing Parents]. As they transition to new endeavors, we want to take this opportunity to express our heartfelt gratitude for their dedication and support.

Join us for a farewell celebration on [Date] at [Time] in [Location]. It will be a wonderful occasion to reminisce, share stories, and send them off with our love and best wishes.

Please RSVP by [RSVP Date] so we can plan accordingly.

Thank you for being a vital part of our community. We hope to see you all at the celebration!

Warm regards,

[Your Name]  
[Your Position]  
[Organization Name]