

# You're Invited to a Retirement Celebration!

Dear [Recipient's Name],

We are excited to invite you to a special event honoring [Retiree's Name] as they retire from [Company/Organization Name]. Join us as we celebrate their incredible career and contributions.

**Date:** [Date of Event]

**Time:** [Start Time] to [End Time]

**Location:** [Venue/Address]

Please RSVP by [RSVP Date] to [Contact Information].

We hope you can join us in making this occasion memorable!

Warm regards,

[Your Name]

[Your Position]

[Company/Organization Name]