

Invitation to Team-Building Guided City Tour

Dear [Team/Employee Name],

We are excited to announce a guided city tour aimed at enhancing team spirit and fostering collaboration among our team members. This engaging outing will provide a unique opportunity for everyone to connect outside the office while exploring our vibrant city.

Details of the Tour

- **Date:** [Insert Date]
- **Time:** [Insert Start Time] - [Insert End Time]
- **Meeting Point:** [Insert Meeting Location]
- **Cost:** [Insert Cost if applicable]

The itinerary includes visits to key landmarks, team activities, and opportunities for casual conversations and connection building. Lunch will be provided.

Please RSVP by [Insert RSVP Date] to confirm your participation. We look forward to a day of fun, learning, and team bonding!

Best Regards,

[Your Name]

[Your Job Title]

[Your Company Name]