

INVITATION LETTER

To: _____

From: _____

Subject: _____

Dear Sir/Madam,

You are cordially invited to attend the event as detailed below. This invitation is extended to you with the utmost respect and we hope you will be able to join us. Please find the particulars of the event enclosed herein.

Event Details:

Event Name: _____

Venue: _____

Address: _____

Time: _____

Dress Code: _____

Special Instructions: _____

RSVP:

Kindly confirm your attendance by contacting the event organizer at: _____

Phone: _____

Email: _____

RSVP Deadline: _____

Please note that by accepting this invitation, you agree to comply with any applicable laws and regulations of Australia and to observe all rules and protocols established for the event. This invitation does not constitute a contract but expresses an intent to engage in cordial and lawful social interaction. The event organiser reserves the right to amend or cancel the event without prior notice, and accepts no liability for inconvenience or loss arising therefrom.

SENDER'S SIGNATURE

RECIPIENT'S ACKNOWLEDGEMENT

Date: _____

Date: _____

Signature: _____

Signature: _____

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