

[Date]

Dear [Name],

It has been a pleasure working with you in the past, and I would like to express my gratitude for your continued support. To celebrate our community and reconnect with clients and friends, I am hosting a Garden Party and would love for you to join us.

When: [Date of Event]

Time: [Start Time] to [End Time]

Where: [Address/Location Name]

Please join us for an afternoon of refreshments, light snacks, and good conversation in a relaxed outdoor setting. This is a purely social event-no business, just a chance to catch up and enjoy the season.

Kindly RSVP by [RSVP Date] by calling or texting me at [Phone Number] or emailing [Email Address].

I look forward to seeing you there!

Best regards,

[Your Name]

[Your Company Name]

[Your Phone Number]