

[Date]

Dear Neighbor,

You are cordially invited to a Community First Look Open House for our newest project, **[Project Name/Property Address]**. As a valued member of this community, we want to give you an exclusive first look at our plans and progress before we open to the general public.

**Event Details:**

- **Date:** [Date of Event]
- **Time:** [Start Time] to [End Time]
- **Location:** [Full Address]

This informal gathering is an opportunity for you to tour the site, meet our team, and ask any questions you may have. We are committed to being a good neighbor and look forward to sharing our vision for how this project will contribute to our local community.

Light refreshments will be served.

Please RSVP by [RSVP Date] by contacting [Name] at [Phone Number] or [Email Address].

We look forward to seeing you there!

Sincerely,

[Your Name]

[Your Title/Organization]

[Phone Number]

[Website]