

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Dear [Friend's Name],

I hope this message finds you well! I'm excited to share that I'll be celebrating my birthday on [Date], and I would love for you to join in the fun!

We'll be having a casual birthday party at [Venue/Location] starting at [Time]. There will be food, drinks, and plenty of laughter, so come ready to have a good time!

Feel free to bring along your favorite snack or drink to share, and don't worry about bringing a gift - your presence is the best gift I could ask for!

Please let me know if you can make it by [RSVP Date]. I can't wait to celebrate with you!

Cheers,

[Your Name]

P.S. If you have any questions, just give me a shout!