

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

[Recipient's Name]
[Recipient's Address]
[City, State, ZIP Code]

Dear [Recipient's Name],

I hope this letter finds you well! I am excited to invite you to my birthday party celebration on [Date] at [Time]. The party will be held at [Venue/Location].

Join us for an evening filled with fun, laughter, delicious food, and great company. There will be [mention any special activities/entertainment, e.g., games, music, etc.].

Please RSVP by [RSVP Date] so I can plan accordingly. You can reach me at [Your Phone Number] or [Your Email Address].

Looking forward to celebrating this special day with you!

Best wishes,

[Your Name]