

[Your Name]
[Your Position]
[Your Company]
[Your Email]
[Date]

[Recipient's Name]
[Recipient's Position]
[Recipient's Company]

Dear [Recipient's Name],

I hope this message finds you well. I would like to propose a friendly lunch break together to catch up and discuss [any specific topics or simply enjoy a casual conversation].

Would you be available on [suggest a date and time] at [suggest a location]? I believe it would be a great opportunity for us to connect outside of the usual work setting.

Looking forward to your response!

Best regards,

[Your Name]