

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

Dear [Friend's Name],

I hope this letter finds you well! I'm writing to invite you to a friendly gathering I'm hosting at my place on [Date] at [Time]. It would be wonderful to catch up and enjoy some good food and laughter together. We'll have [mention a few items or activities, e.g., snacks, drinks, games]. Feel free to bring along your favorite dish or drink to share! Let me know if you can make it. Looking forward to a great time with you!

Best,

[Your Name]