

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

Dear [Friend's Name],

I hope this message finds you well! I'm excited to share some big news--  
I'm graduating from [School/University Name] on [Graduation Date]!  
To celebrate this milestone, I'm throwing a graduation party, and I would  
love for you to join me. Here are the details:

**\*\*Date:\*\*** [Party Date]

**\*\*Time:\*\*** [Start Time] to [End Time]

**\*\*Location:\*\*** [Party Venue/Address]

It'll be a fun get-together with food, drinks, and plenty of laughs. I  
can't imagine celebrating this special day without you!

Please let me know if you can make it. Looking forward to catching up!

Best,

[Your Name]