

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

Dear [Recipient's Name],

I am thrilled to announce my graduation from [School/University Name] with a degree in [Your Degree/Field] on [Graduation Date].

To celebrate this significant milestone, I invite you to join me for my graduation ceremony followed by a reception.

****Ceremony Details:****

Date: [Graduation Date]

Time: [Ceremony Time]

Location: [Ceremony Venue Name and Address]

****Reception Details:****

Date: [Reception Date]

Time: [Reception Time]

Location: [Reception Venue Name and Address]

Your presence would mean a lot to me as I embark on this new chapter of my life. Please let me know if you can make it by [RSVP Date].

Looking forward to celebrating together!

Warm regards,

[Your Name]