

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient's Name]  
[Recipient's Title/Position]  
[Institution/Organization Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well.

I am writing to formally invite you to my graduation celebration, which will be held on [date] at [time]. The event will take place at [venue/location]. As I reach this significant milestone in my academic journey, it would mean a great deal to me to have your presence to celebrate this occasion.

The celebration will feature [brief description of the event, e.g., speeches, refreshments, entertainment]. It would be an excellent opportunity for all attendees to come together, share experiences, and create wonderful memories.

Please let me know if you will be able to attend by [RSVP deadline]. I look forward to celebrating with you and appreciate your support throughout my educational journey.

Thank you for considering my invitation.

Warmest regards,

[Your Name]  
[Your Degree/Field of Study]  
[Graduation Year]