

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

[Recipient's Name]  
[Recipient's Address]  
[City, State, ZIP Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally invite you to the upcoming Xenia Ceremony, which will be held on [Date] at [Time]. The event will take place at [Venue/Location].

The Xenia Ceremony is a special occasion that symbolizes [briefly describe the significance of the ceremony]. We would be honored to have you join us in this celebration and witness the meaningful traditions associated with it.

Please let us know if you will be able to attend by [RSVP Date] so we can prepare accordingly. If you have any questions or need further information, feel free to reach out to me.

Looking forward to your positive response.

Warm regards,

[Your Name]  
[Your Contact Information]