

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

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

Dear [Recipient's Name],

You are warmly invited to join us for a potluck lunch on [Date] at
[Time]. The gathering will take place at [Location].

Please bring a dish to share with everyone, whether it's an appetizer,
main course, dessert, or beverage. Let me know what you plan to bring so
we can coordinate the menu.

This will be a wonderful opportunity to enjoy good food, great company,
and share stories. Please RSVP by [RSVP Date].

Looking forward to seeing you there!

Best,

[Your Name]