

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

Dear [Recipient's Name],

I hope this letter finds you well! I am excited to invite you to a summer lunch at my home. It will be a wonderful opportunity to enjoy good food and great company as we soak up the summer sun.

**\*\*Date:\*\*** [Insert Date]

**\*\*Time:\*\*** [Insert Time]

**\*\*Location:\*\*** [Your Address]

Please let me know if you can make it by [RSVP Date]. I look forward to catching up and enjoying a lovely afternoon together!

Warm regards,

[Your Name]