

[Your Organization's Name]
[Your Organization's Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]
chyushaek soez: [Announcement Title]
y'aesslmu y'aelaeykum [Recipient's Name],
b~z [Your Organization's Name] d~n s~zgae y'lh~dae my'r~p q~l~sh
y'yuchyun bu khaetn~ yz~vtq~m~z. ([Brief introduction regarding the
purpose of the announcement.])
b~z [Event/Announcement Details: date, time, location, purpose, etc.].
([Provide more details about the announcement.])
bu py'l~yaettae s~znin' qtn~sh~ng~z n~ y'lG syuryusht'wkch~l~k
saepyupt~muz. ([Encourage participation and express appreciation.])
baench~laer s~ngg~l yrdaemG vae suy'llrG haer vq~t ytaekch~ bwlushq
khushlmaen. ([Offer help for any questions or concerns.])
y'aegaer s~z y'yust~d~k~l~k twr~ y'yuchyun qwshumchae suy'l y'yuchyun
y'~tSd~G, b~z b~laen y'lq~l~sh~ng.
qaelbt~n taeshaekkurlr,
[Your Name]
[Your Position]
[Your Organization's Name]