

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

Dear Vlad,

I hope this letter finds you well. I am writing to cordially invite you to [event name] on [date] at [time]. The event will take place at [venue/location]. It will be a wonderful opportunity to [briefly describe the purpose of the event, e.g., celebrate, network, discuss, etc.]. Please let me know if you can make it, as it would mean a lot to me to have you there.

Looking forward to your positive reply.

Warm regards,

[Your Name]
[Your Title/Position, if applicable]
[Your Organization, if applicable]