

[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],  
Re: Engagement Invitation  
I hope this letter finds you well. We are pleased to formally invite you  
to the engagement celebration of [Bride's Name] and [Groom's Name].  
\*\*Event Details:\*\*  
Date: [Date]  
Time: [Start Time] to [End Time]  
Venue: [Venue Name, Address]  
Please join us for an evening filled with joy, love, and celebration as  
we honor this special union.  
Kindly RSVP by [RSVP Date] to [Your Contact Information].  
We look forward to celebrating this beautiful occasion with you!  
Warm regards,  
[Your Name]  
[Your Relationship to the Couple]