

To : [partypulse.event.com](mailto:partypulse.event.com)  
From : [amiksha.soni@gmail.com](mailto:amiksha.soni@gmail.com)

Subject: Reminder for an event

Dear event manager,

This is a reminder regarding an event scheduled for Wednesday 18th of September.

Make sure that your work is completed related to the event, if you have any queries, you are free to call me.

Best regards,  
Amiksha Ghaghada