

Subject: Invitation to Staff Picnic for CEO

Dear Coworkers of CAN Company,

I hope this message finds the well of all you.

I am delighted to inform you with an invitation to join us at the upcoming staff meeting, hosted by our company organizing team. This event will be taking place on March 24, 2024 at Chinguacousy Park.

Your presence at our staff picnic would be highly valued, as our team will get an excellent opportunity to communicate with each other and discuss upcoming events. Therefore this would be a great team building opportunity.

Please let us know at your earliest convenience (RSVP) if you are able to attend the event.

We look forward to seeing you at our staff picnic.

Warm Regards

Nitya, Chenuli, Adriana
Organizing Team
123-456-789