

School Event Announcement Letter

Subject: Annual Science Fair " Save the Date!

Dear Students and Parents,

We are excited to announce that our Annual Science Fair will take place on Thursday, November 21, 2025, from 9:00 AM to 3:00 PM in the school auditorium. This year's theme, "Innovating for the Future," encourages students to explore creative solutions to global challenges.

All students from grades 6 to 12 are invited to participate, and registration will be open until November 10. Prizes will be awarded for the most innovative, practical, and well-presented projects. We look forward to an inspiring day of discovery and learning. Let's make this event another memorable success!

Warm regards,

[Principal's Name]

Principal, [School Name]

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