

Simple Invitation Letter for Business Seminar

Subject: Invitation to Business Seminar

Dear [Recipient's Name],

We are delighted to invite you to our Business Seminar on [Topic], which will be held on [Date] at [Venue]. The seminar will begin at [Time] and conclude by [End Time].

The session will focus on [Brief Description of Content], followed by an open discussion and Q&A.

Refreshments will be provided.

Kindly RSVP by [RSVP Date]. We look forward to your participation.

Sincerely,

[Your Full Name]

[Your Position]

[Company/Organization Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/business-event-invitation-letter>