

Pre-event notice to gauge interest

Subject: Save the Date “ Charity Event for [Cause]

Dear [Recipient Name],

We are planning a charity event for [Cause] and would like you to save the date: [Date]. This preliminary notice is to ensure your interest and participation.

Details will follow soon. We hope you will join us to make a positive impact.

Best regards,

[Your Name]

[Organization Name]

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