

Follow up invitation email after no response

Subject: Following Up â€“ [Event Name]

Dear [Recipientâ€™s Name],

I wanted to follow up on my earlier invitation for [Event Name] on [Date]. I completely understand that schedules can be busy, but we would be delighted if you could join us.

If youâ€™ve already replied and I missed your response, my apologies. Otherwise, I would truly appreciate it if you could let me know whether youâ€™ll be able to attend.

Thank you for your time, and I hope to hear from you soon.

Best regards,

[Your Name]

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