# INVITATION TEMPLATE

Please join us for an exciting announcement of X [insert company name, project name or initiative], X [insert type of event for example: ribbon cutting, groundbreaking, construction milestone, agreement signing, partnership, etc.]

**Date:**

**Time:**

**Location:**

**Featured speakers include:**

* Name, title, organization
* Name, title, organization
* Name, title, organization

Tip: Include general information on the event but not all of the details of the announcement.

**Click here to register now. [include registration link or email or phone number to rsvp]**

**Note:** *Provide any special instructions such as footwear for uneven terrain, weather considerations or alternate sites, parking, directions, etc. If a tour of the project is planned, you can insert that detail here.*