[club postal address]

Club Logo

Created from Brand Centre

[club postal address]

[club website address]

[club social media address]

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[Date]

Name

Address

Address

Dear [Name]

A respected Rotarian has put your name forward as a person who is serving our community either professionally or as a volunteer.

We would like to extend an invitation to you and your partner to join us, overlooking the wonderful Waitemata Harbour, and hear about the activities of Rotary International and our club Rotary [club name].

For more than 110 years, Rotarians have used their passion, energy, and professions to strengthen their connections and commit to improving lives worldwide. Our mission is to provide service to others, promote integrity, and advance world understanding, goodwill, and peace through friendships, business contacts, professional skills and talents.

An event will be held at [venue address] on [date] at [time]. Finger food and drinks will be served, and we appreciate you confirming your attendance by emailing [club or contact email address] or text or call [contact mobile number].

If you would like to be our guest but for some reason you are unable to join us, please let me know so another opportunity can be arranged for you.

We look forward to you and/or your partner being our guest on this evening.

Yours sincerely

**[President’s Name]**

**President – Rotary [club name]**

mob:

email:

web: