

Formal Invitation Letter for Wedding

[Host Name(s)]
[Host Address]
[City, State ZIP Code]
[Email Address]
[Phone Number]
[Date]

Dear [Guest Name],

We are delighted to invite you to celebrate the union of [Bride's Full Name] and [Groom's Full Name]. It would be our honor to have you share in this special day with us.

Wedding Details:

Date: [Wedding Date]
Time: [Wedding Time]
Venue: [Venue Name], [Venue Address]

Kindly RSVP by [RSVP Date] to assist us in making appropriate arrangements. You may respond by completing the enclosed RSVP card and returning it in the envelope provided, or by contacting us at [RSVP Email/Phone Number].

We sincerely hope you will be able to join us on this joyous occasion.

With warm regards,
[Your Names]

RSVP Sample

Kindly Reply by [RSVP Date]

- ☐ Accepts with pleasure
☐ Regretfully declines

Name(s):

Number of guests attending: