

Date: [Insert Date]

Dear Team/Colleagues,

I am delighted to share the joyous news of my upcoming wedding. It would mean a lot to me to have the presence, blessings, and good wishes of my esteemed colleagues on this special occasion.

**Details of the Wedding:**

**Date:** [Wedding Date]

**Time:** [Wedding Time]

**Venue:** [Wedding Venue Name & Address]

You have all been an important part of my professional journey, and I would be honored to celebrate this memorable day with you. Please consider this as a personal invitation to join us for the wedding ceremony and the celebrations that follow.

Kindly RSVP by [RSVP Date] so we can make the necessary arrangements.

Looking forward to your graceful presence.

Warm regards,

[Your Name]

[Your Designation/Department]