

# Sample Invitation Letter for Parents for School Annual Day Celebration

[School Letterhead]  
[Date]

Dear Parents,

We are delighted to invite you to the **Annual Day Celebration** of [School Name], a special occasion where we come together as a school community to celebrate the achievements and talents of our students.

**Date:** [Event Date]

**Time:** [Event Time]

**Venue:** [Event Venue]

The Annual Day is a proud milestone in our academic year, featuring cultural performances, exhibitions, and an award ceremony to honor the accomplishments of our students. Your presence will motivate and encourage our young performers and achievers as they showcase their hard work and dedication.

We sincerely hope you will join us for this memorable event and share in the joy and spirit of our school community. Your participation will make a meaningful difference and further strengthen the bond between our school and families.

Kindly confirm your attendance with your child's class teacher by [RSVP Date]. We look forward to celebrating this special occasion with you.

Warm regards,  
[Principal's Name]  
Principal  
[School Name]