

Birthday Party Invitation Letter Format for Friends (with RSVP)

Below is a sample letter template you can use to invite your friends to a birthday party and request RSVP:

Date: [Insert Date]

Dear [Friend's Name],

I hope this message finds you well! I am excited to let you know that I will be celebrating my birthday on **[Date of Party]**, and I would be delighted to have you join me for a fun and memorable evening.

Party Details:

Date: [Date of Party]

Time: [Start Time] – [End Time]

Venue: [Venue Name/Address]

Theme: [Party Theme, if any]

Dress Code: [Dress Code, if any]

It wouldn't be the same without you there! Please let me know if you'll be able to make it by **[RSVP Date]**. You can RSVP by replying to this letter, sending a text to [Your Phone Number], or emailing me at [Your Email Address].

Looking forward to celebrating with you!

Best wishes,

[Your Name]

RSVP Example:

Please RSVP by **[RSVP Date]** via:

- Text/Call: [Your Phone Number]
- Email: [Your Email Address]
- Reply to this letter/message