

Dear [Guest's Name],

You are cordially invited to join us in celebrating a special milestone as we mark [Name]'s [Age]th birthday! It would be a pleasure to have you with us for this joyous occasion.

**Date:** [Date of the Party]  
**Time:** [Start Time] – [End Time]  
**Location:** [Venue/Address]  
**Theme:** [Party Theme, if any]

Please let us know if you will be able to attend by responding to this invitation by email at [HostEmail@example.com](mailto:HostEmail@example.com) by [RSVP Date]. Your timely response will help us make the necessary arrangements to ensure everyone has a wonderful time.

We look forward to celebrating with you!

Warm regards,  
[Your Name]  
[Your Contact Information, optional]