

# Formal Invitation to Charity Fundraiser

Date: **Saturday, September 14, 2024**

Time: **6:00 PM – 10:00 PM**

Venue: **Grand Ballroom, City Convention Center, 123 Main Street, Springfield**

Dear Esteemed Guest,

It is our great pleasure to invite you to our upcoming **Charity Fundraiser Event** dedicated to supporting **[Insert Cause/Charity Name, e.g., children's health, local food banks, educational programs]**. Your valued presence and support will make a meaningful difference in the lives of those we aim to uplift through this initiative.

## Event Agenda

- 6:00 PM:** Registration & Welcome Reception
- 6:30 PM:** Opening Remarks by Event Chair
- 6:45 PM:** Keynote Speech by Special Guest *[Name]*
- 7:00 PM:** Dinner Service & Networking
- 7:45 PM:** Live Performance by *[Artist/Performer Name]*
- 8:15 PM:** Success Stories & Beneficiary Testimonies
- 8:45 PM:** Charity Auction & Donation Opportunities
- 9:30 PM:** Closing Remarks & Acknowledgements

This evening will feature inspiring stories, memorable entertainment, and a wonderful opportunity to make a positive impact through your participation and generosity. All funds raised will directly benefit **[Charity/Cause]**, helping us continue vital work within our community.

We sincerely hope you will join us and contribute to this noble cause. Kindly RSVP by **September 1, 2024** by contacting **[Contact Name]** at **[Contact Email/Phone]**.

Thank you for your continued support and commitment to making a difference.

Yours sincerely,

**[Organizer Name]**

*[Title/Role]*

**[Organization Name]**