

# Formal Invitation Letter For Birthday

**Jane Doe**  
**123 Happy Street**  
**Joyville, CA, 90210**  
**jane.doe@email.com**  
**555-123-4567**  
**April 10, 2024**

**John Smith**  
**456 Sunshine Lane**  
**Bliss City, NV, 89101**

**Dear John,**

I hope this letter finds you in the best of health and spirits. As I celebrate another milestone in my life, it would bring me great joy to have you join me and my loved ones for a birthday celebration. Your presence would undoubtedly make the occasion all the more special.

**Details of the Celebration:**

Date: Saturday, May 20, 2024

Time: 3:00 PM

Venue: The Grand Ballroom

Address: 789 Celebration Road, Joyville, CA, 90210

The day will be filled with fun, laughter, and, of course, delicious food. We have planned various activities that I am sure will contribute to making this event memorable for all of us.

Please let me know by May 5, 2024, if you will be able to attend, so we can make the necessary arrangements and ensure your comfort. You can contact me via email at [jane.doe@email.com](mailto:jane.doe@email.com) or phone at 555-123-4567.

I sincerely hope you can make it, as your presence would mean the world to me. Looking forward to celebrating this special day with you.

**Warmest regards,**

**Jane Doe**