

Example of Formal Invitation and How to Make One



Formal Invitation

Name :

Class :

Do as instructed

Instruction: Please write a formal invitation letter or email based on the following situation!

1. As an owner of DailyHijab.id, you are going to open a new outlet. You are going to invite your patrons to the opening ceremony
2. As chairmen of the OSIS MA Miftahul Ula you will hold a "Pancasila Seminar" on 22 June 2022 which will invite the district education office and a speaker at the seminar which will be held at 09.00 in the school hall. Make a formal invitation to seminar speaker

1st Invitation:

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2nd Invitation: