**Included:**

Introduction

Christmas party invitation letter Tips

Sample Christmas party invitation letter

Christmas party invitation letter Template

Christmas party invitation letter

Letters.org

**Introduction**

A Christmas party invitation letter must express a tone of happiness and excitement. While one is preparing to host a Christmas party, the most important thing he has to keep in mind is to make a proper invitation. The invitation is a window to the party that allows the guests to know the kind of party in which they are invited. The Christmas party can be a very formal one or a highly casual one. Depending on that the writing styles of the invitation letters should be different.

**Christmas party invitation letter Tips**

Tips to write a Christmas party invitation

* The first and the foremost rule which everyone should follow while preparing an invitation is to make it simple and yet attractive. It should not look complex that the guests are not able to understand what it says.
* It should be made sure that the occasion that is Christmas should be reflected in the invitation. It should not be like an ordinary invitation. Some accessories like the bells, ribbons, small gifts must be attached to the invitation letter which would reflect that the letter is dedicated only for Christmas party invitation.
* The letter should contain all the details that a guest is required to know such as the time, date and the venue of the party must be mentioned clearly in the letter. The name of the host should be clearly mentioned. One can also provide a map if the party is in a location that not many people have heard about.

Sample Christmas party invitation letter

From,

\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_ (Date on Which Letter is Written)

To,

\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_

Subject: invitation letter for a Christmas party

Dear Mr. / Mrs.

Like every year this year also we are organizing a Christmas party. I am inviting all of you to this grand party that will be held at xyz on abc at pqr. Like every year it is expected that all of you will come and enjoy the party to the fullest.

I will be very much glad if you come along with your parents. I hope you can convince them and come as early as possible to the party.

I hope that you are definitely coming just like every year. Wish you a merry Christmas.

Thanking You,

Yours truly

Name and Signature

# Christmas party invitation letter Template

# From,

# \_\_\_\_\_\_\_\_\_\_

# \_\_\_\_\_\_\_\_\_\_

# \_\_\_\_\_\_\_\_\_\_

# \_\_\_\_\_\_\_\_\_\_

#

# Date: \_\_\_\_\_ (Date on Which Letter is Written)

# To,

# \_\_\_\_\_\_\_\_\_\_

# \_\_\_\_\_\_\_\_\_\_

# \_\_\_\_\_\_\_\_\_\_

# \_\_\_\_\_\_\_\_\_\_

# Subject: letter of invitation for a Christmas party

# Dear \_\_\_\_\_ (name of the receiver)

# It’s really an honor for me to invite you to attend our Christmas party on \_\_\_\_\_\_(date of the party) at \_\_\_\_\_\_ (venue of the party) and the timings would be \_\_\_\_\_ (timing of the party) onwards. Its’ Christmas time and I cannot wait to see you.

# Please do come with your parents. Their presence in the party is a must.

# Thanking You,

# Yours truly

# Name and Signature

# Disclaimer

The author and publisher of this Ebook and the accompanying materials have used their best efforts in preparing this Ebook. The author and publisher make no representation or warranties with respect to the accuracy, applicability, fitness, or completeness of the contents of this Ebook. The information contained in this Ebook is strictly for educational purposes. Therefore, if you wish to apply ideas contained in this Ebook, you are taking full responsibility for your actions.

The author and publisher disclaim any warranties (express or implied), merchantability, or fitness for any particular purpose. The author and publisher shall in no event be held liable to any party for any direct, indirect, punitive, special, incidental or other consequential damages arising directly or indirectly from any use of this material, which is provided “as is”, and without warranties.

The author and publisher do not warrant the performance, effectiveness or applicability of any sites listed or linked to in this Ebook.

All links are for information purposes only and are not warranted for content, accuracy or any other implied or explicit purpose.

No part of this may be copied, sold, or used in any way other than what is outlined within this Ebook under any circumstances without express permission from www.letters.org