

[Date]

Dear Residents of [Property Name],

In celebration of the holiday season and to thank you for being a part of our community, the management team cordially invites you to our annual Resident Holiday Gala!

Please join us for an evening of festive music, delicious food, and holiday cheer. This is a wonderful opportunity to mingle with your neighbors and celebrate the spirit of the season.

Event Details:

- **Date:** [Date of Event]
- **Time:** [Start Time] to [End Time]
- **Location:** [Clubhouse/Lobby/Community Room]
- **Dress Code:** [e.g., Festive Attire / Semi-Formal]

We will be serving [mention type of food, e.g., heavy hors d'oeuvres and refreshments]. We will also have [mention any activities, e.g., a holiday raffle, photo booth, or live music].

To help us prepare, please RSVP by [RSVP Date] by contacting the leasing office at [Phone Number] or by emailing [Email Address].

We look forward to celebrating with you!

Warmest wishes,

[Your Name/Property Manager Name]
[Property Management Company Name]