

## Example AGM invite for supporters

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For a supply of headed paper contact the Volunteering Team on 01604 611681 or email [volunteering@mndassociation.org](mailto:volunteering@mndassociation.org)

(Insert Branch Secretary's address for replies)

(Insert Date: to give at least 30 days notice)

Dear Friend,

You are invited to our forthcoming Annual General Meeting, on **Thursday 1 March, 2pm – 4pm, at the Everybody Centre, 1 Any Street, Any Town.**

We would like to extend this invitation to you as a thank you for your support of the **Bloggshire** Branch of the MND Association over the past year. Your generosity and dedication is vital to us in our fight against this disease.

In addition to the formalities of the AGM itself, we are also delighted to welcome **Andrea Anybody** to the meeting, who will be giving a short presentation about **current research into MND.**

We are sure it will be a very informative and enjoyable **morning/ afternoon/ evening.** Following the presentation, we will be serving a **light finger buffet** and offering the opportunity to socialise with both old friends and new.

We do hope that you will be able to join us. We would be delighted to see you and can assure you of a very warm welcome.

In order that we can cater appropriately, we would be grateful if you could complete the enclosed RSVP slip and return it to the address indicated by **DATE.**

Yours faithfully

Your name

Branch Secretary

Bloggshire Branch