**Sample Invitation to Local or State Leader**

Dear **[invitee name]**:

You’re invited to a celebration! Join **[your program]** to celebrate the importance of summer programs in Georgia on **[July 8 – 13]** from **[times].**

*Summer Learning Week* celebrates the critical role that summer programs play in the lives of Georgia’s youth during the critical summer months. We would like to invite you to visit our program and see how we are helping improve the lives of **[your city]**’s youth. While here, you will have the opportunity to meet staff members, engage with students, and witness the quality learning that our summer program provides.

**[Describe your event here. Some suggestions/examples are included below]:**

*Who: [Lucky Kids Summer Program]*

*What: [An open house event with food, fun and entertainment]*

*When: [Thursday, July 8-13, 2019 – 3 PM until 5 PM]*

*Where: [Johnson Elementary School, 1234 Main Street]*

*Why: [Come and experience first-hand what fantastic activities the Lucky Kids Summer program is providing the youth of Johnson Elementary. The children will showcase their talents for art, dance and reading by providing participants with an art show of recent projects completed in the summer program; provide a talent show featuring African dance and ballroom dance; and read original stories entitled “What Lucky Kids Has Done for Me”.]*

*RSVP: [If you want people to rsvp for the event, be sure to tell them how and by what deadline]*

We look forward to you joining us for our *Summer Learning Week* event. Together, we can keep kids learning during the summer months and give our children a better future.

Sincerely,  
  
**[Your name], [Your title]**

**[Program name]**