

**BVP LKR**

**CLASS-12,SUBJECT-ENGLISH**

**DATE-03/01/2021,☆☆☆ L.P.SINGH**

**Study Material**

**“ Invitation Writing”**

**# An Invitation is generally a single-sentence presentation in third person in case of a formal invitation.**

**#In case of an informal invitation, the presentation is in first or second person.**

**A sample of Formal Invitation-----**

**☆☆You are the Principal, J.N.V.Solapur. Draft an invitation on behalf of your school staff and students requesting to be present on the auspicious occasion of the Annual Function of your school.**

**The Principal,staff and students**

**of**

**Jawahar Navodaya Vidyalaya Solapur**

**request your benign presence on the auspicious occasion of**

**THE ANNUAL FUNCTION**

**of the school at 10a.m. on May 11,2021**

**Mr K.N.Verma, the honourable Minister for Education will be the Chief Guest and will give away the prizes to the students.**

**R.S.V.P.**

**The Principal**

**J.N.V.Solapur, mob.no.—1234567890**

**###The whole Invitation will be put in a box.**

**#R.S.V.P is a French word that means--- please respond.**