**Informal Invitation Letter for Lunch Template:**

To: (enter email addresses)

Subject: Lunch :)

Hi Ladies,

As us girls all have very busy schedules at the moment, I thought it would be a nice idea for us to have a little catch-up over lunch next Wednesday/tomorrow/next week/on Friday.

I have taken the liberty of booking us a table at (enter restaurant name) for a casual, quick lunch so none of our work schedules should be affected. I know you’re all big fans of Mexican/Italian/Indian food, so there is no excuse for you to resist!

Drop me a message so I know if you can make it or not. Hope to see you all there!

Lots of love,

(enter name)

(enter contact details)