

Informal Letter to Acceptance, Informal Letter to regret- Letter of Invitation

Informal Acceptance

Dear Mr. Malhotra,

Many thanks for your kind invitation to attend Rajinder's marriage on Monday on 10th January at 7-30 P.M.

We shall reach according to the programme given.

Yours sincerely,

Vinod Kumar

Informal Regret

Dear Mr. Malhotra,

We regret very much that we will not be able to attend Rajesh's marriage on tenth May.

Yours sincerely,

Vinod Kumar