

Hi {{NAME}}, I'm delighted to announce that on DATE at TIME, the LOCAL PARTY NAME Liberal Democrats will be hosting our Annual General Meeting over Zoom.

This meeting is your chance to have your say on how our party is being run and hear from (insert local notables as appropriate).

After the meeting at TIME, we'll also be holding INSERT SOCIAL EVENT HERE - and I'd love it if you can join us.

Please RSVP here and let us know if you can:

<< RSVP >>

You can find the agenda for the meeting on our website here: LINK

We're also opening nominations for key posts that run our local party today - and we'd especially encourage you to apply if you're from a group that is underrepresented in our party.

You can see all of the roles that are open for nomination here: LINK

And you can (download / complete) the nomination form here: LINK

You can also see job descriptions for each of the roles here: LINK to help you get a better idea of what each role entails.

To put yourself forward for one of these positions, all you have to do is complete the nomination form and (return to PERSON at POSTAL ADDRESS or EMAIL ADDRESS / submit the form online) by CLOSING DATE.

If you have any questions, please don't hesitate to contact LOCAL CONTACT, either by emailing EMAIL or calling PHONE.

I look forward to seeing you at the meeting {{NAME}}.

Best wishes,

SENDER