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**SAMPLE ANNUAL MEETING INVITATION**

**FOR THE**

**NYC BUSINESS IMPROVEMENT DISTRICT**

Last Updated: 11/7/2016

[BID Logo]

You’re invited to attend the

[--th ] Annual Meeting of the

[BID Name]

Please join us as we review this year’s accomplishments, discuss new initiatives, adopt the coming year budget, elect Directors, and hear from our guest speakers:

Name

Title

Day, Month, Date, time

Location

Street Address

Space is limited. RSVPs are required.

Please email [address] or call [phone number] by [RSVP date]

In order to vote, property owners, commercial tenants, businesses, and residents must be registered. To register please [info on registration, registration card, online registration, etc.]