

To,

[Name of the recipient],

[Address],

[Date],

Sub: Letter of invitation for Hackathon

Dear (Sir/Madam),

For your kind information, I beg to state that our institution is willing to organize a hackathon event in order to be fortunate enough to have the experience to share some great ideas and interests with some great personalities. The main subject of this event will be (mention the main subject of the hackathon).

Our event will continue for some days (mention the dates in detail of the hackathon). This hackathon will be held at (mention the venue).

We are also inviting some great people and researchers from some great institutions to take part in this event. This great event will open various possibilities for our future progress. Your various ideas and colorful achievements will help us immensely in our progress.

Therefore, we earnestly request you to make our intention more valuable with your precious attention.

Hope to see you in our hackathon.

Thank you very much,

Regards,

[Name of the sender]

[Name of the Institution]