



*Alex Smith
12 Acacia Avenue
Acaciatown
AA1 1AA*

*On January 1st 2010, 2pm-6pm
I am inviting close friends and allies, and selected
other important people to meet with me to help
me to think about my life and my future.*

I would very much like you to be there.

*To help us to think and plan there will also be
two 'person-centred planning' facilitators present.
Their job will be to help to keep the discussion
focused and on track. Because we want to take
time to think and plan in depth we won't be
rushing this – but we have lots to talk about so it
would really help if you could be there on time.*

*Please confirm your attendance as soon as
possible by phoning me on 0123 456 7890*

Thank you, John Smith

