[Branch Name & Address]

The Private Secretary to

HM The King

Buckingham Palace

London SW1A 1AA

[Date]

Dear Sir,

I should be grateful if you would please present to His Majesty this letter of Loyal Greetings from the [Name] Branch of The Royal Society of St. George, on the occasion of their [Formation Dinner/Event] to be held on [Date].

Should a Gracious Reply be sent, may it please be sent to the above address?

Yours faithfully,

[Chairman’s/President’s Name]

[Chairman/President]

[Branch Name]

The Royal Society of St. George