

# Request for Referee Contact

Dear [Referee's Name],

I hope this message finds you well. I am writing to request your assistance in serving as a referee for my upcoming conference presentation titled "[Title of Presentation]" at the [Conference Name] scheduled for [Date].

As an expert in the field of [Field of Study], your insights would be invaluable in providing constructive feedback on my work. The conference focuses on [Brief Description of Conference Topics] and I believe my presentation aligns well with the interests of the attendees.

If you agree to be a referee, I would greatly appreciate your feedback by [Deadline for Feedback]. Please let me know if you require any additional information or materials related to my presentation.

Thank you very much for considering my request. I look forward to your positive response.

Best regards,

[Your Name]  
[Your Position]  
[Your Institution]  
[Your Email]  
[Your Phone Number]