

Conference Speaking Engagement Proposal

Date: [Insert Date]

To: [Conference Organizer's Name]

[Conference Organizer's Title]

[Conference Name]

[Conference Address]

Dear [Conference Organizer's Name],

I am writing to propose a speaking engagement at [Conference Name], which will be held on [Conference Dates]. As a [Your Title/Position] at [Your Organization/Company], I am passionate about [briefly describe your area of expertise or interest relevant to the conference theme].

My proposed topic is "[Proposed Topic Title]." In this presentation, I plan to [briefly outline the key points you will cover in your presentation, highlighting its relevance to the audience and the conference theme].

I believe that my insights and experiences will provide value to the attendees and contribute to the overall success of the conference. I am excited about the opportunity to engage with fellow professionals and share knowledge on this important topic.

Thank you for considering my proposal. I look forward to the possibility of speaking at [Conference Name]. Please feel free to contact me at [Your Phone Number] or [Your Email Address] for any further information.

Warm regards,

[Your Name]

[Your Title]

[Your Organization/Company]

[Your Phone Number]

[Your Email Address]