

Speaking Engagement Inquiry for [Trade Show Name]

Dear [Organizer's Name],

I hope this message finds you well. My name is [Your Name], and I am [Your Position] at [Your Company/Organization]. I am writing to inquire about the possibility of participating as a speaker at the upcoming [Trade Show Name] scheduled for [Date] in [Location].

With [briefly describe your expertise or experience related to the trade show topic], I believe I can offer valuable insights to the attendees. I am particularly interested in discussing [mention specific topic or theme], which aligns with the goals of the event.

I would be grateful if you could provide more information on the application process for speakers, as well as any relevant deadlines or requirements.

Thank you for considering my inquiry. I look forward to the opportunity to contribute to [Trade Show Name] and support its mission.

Best regards,
[Your Name]
[Your Position]
[Your Company/Organization]
[Your Phone Number]
[Your Email Address]