

Letter of Offer for Media Involvement

Date: [Insert Date]

To: [Media Contact Name]

[Media Organization Name]

[Media Organization Address]

Dear [Media Contact Name],

We are thrilled to extend an exclusive invitation for [Media Organization Name] to participate in the upcoming [Festival Name], scheduled to take place from [Start Date] to [End Date] at [Venue Location]. This year's festival promises an engaging lineup of events, including guest authors, panel discussions, and interactive workshops.

Your media involvement will play a crucial role in the promotion and success of the festival. As a media partner, you will receive the following benefits:

- Priority access to interview featured authors and speakers.
- Complimentary festival passes for your media team.
- Inclusion of your logo on festival promotional materials.
- Dedicated space for media coverage and reporting.

We believe that your coverage will not only enhance the experience for festival attendees but also provide valuable content for your audience.

Please feel free to reach out to us at [Contact Information] to discuss this opportunity further. We look forward to the possibility of collaborating with [Media Organization Name] for a successful event.

Thank you for considering this offer. We hope to welcome you as our media partner!

Sincerely,

[Your Name]

[Your Title]

[Festival Name]

[Contact Information]