

# Invitation to Facilitate a Workshop

Dear [Facilitator's Name],

We are pleased to invite you to serve as a facilitator for our upcoming workshop titled "[Workshop Title]" scheduled for [Date] at [Location]. Your expertise in [Facilitator's Industry/Field] would greatly enrich our program and provide valuable insights to participants.

The workshop aims to [briefly describe the workshop's purpose and objectives]. We believe that your participation would enhance the learning experience for all attendees.

Please let us know your availability for this opportunity by [RSVP Date]. We are looking forward to the possibility of collaborating with you to make this event a success.

Thank you for considering this invitation.

Best regards,  
[Your Name]  
[Your Position]  
[Your Organization]  
[Your Contact Information]