

Letter of Expression of Interest

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Conference Name]

[Conference Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in participating in the upcoming [Conference Name] scheduled for [Conference Dates] in [Conference Location]. I am particularly drawn to this conference due to its focus on [specific topics or themes of the conference].

I believe that my background in [your field or area of expertise] and my experience with [relevant projects, research, or presentations] will allow me to contribute meaningfully to the discussions and workshops during the event.

Thank you for considering my expression of interest. I look forward to the opportunity to contribute to [Conference Name].

Sincerely,

[Your Name]

[Your Title/Position]

[Your Organization]