

# Invitation to be a Guest Speaker

Dear [Guest Speaker's Name],

On behalf of [Club Name], we are excited to invite you to be a guest speaker at our upcoming event on [Date] at [Time]. The event will take place at [Location].

Your expertise in [Topic] would greatly benefit our members, and we would be honored to have you share your insights and experiences.

Please let us know if you are available to join us by [RSVP Deadline]. You can respond to this invitation by contacting us at [Your Email] or [Your Phone Number].

Thank you for considering our invitation. We hope to hear from you soon!

Sincerely,

[Your Name]

[Your Position]

[Club Name]

[Your Contact Information]