

Request for Participation in Club's Academic Discussion Forum

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request your participation in our upcoming academic discussion forum hosted by [Club Name]. The forum is scheduled for [Date] at [Time] and will take place at [Location/Platform].

The purpose of this forum is to foster insightful discussions among club members and guests on [specific topics/subjects]. We believe your expertise and perspective would greatly enhance the quality of our dialogue.

Please let us know your availability for this event by [RSVP Date]. We would be honored to have you as a participant and look forward to the possibility of your contribution.

Thank you for considering our invitation. Should you have any questions or need further details, please do not hesitate to reach out.

Sincerely,

[Your Name]

[Your Position]

[Club Name]

[Contact Information]