

# Honorarium Discussion for Conference Speaker

Dear [Speaker's Name],

We are delighted to confirm your participation as a speaker at the upcoming [Conference Name] scheduled for [Date]. Your expertise in [Topic/Field] will be invaluable to our attendees.

As part of our discussion regarding your honorarium for the event, we would like to propose a fee of [Proposed Amount]. This amount reflects the significance of your contribution to the conference and is in line with our budget for esteemed speakers like yourself.

We are committed to providing you with an engaging experience and will cover all travel and accommodation expenses. Please let us know if you have any specific requirements, and we will do our best to accommodate them.

We would appreciate your confirmation regarding the proposed honorarium at your earliest convenience. Thank you once again for considering this opportunity, and we look forward to welcoming you to [Conference Name].

Best regards,

[Your Name]

[Your Position]

[Association Name]

[Contact Information]