

Follow-Up Invitation to Join Us as a Speaker

Dear [Speaker's Name],

I hope this message finds you well. I wanted to follow up on our previous conversation regarding the upcoming Tech Symposium scheduled for [date]. We are excited about the prospect of having you as one of our esteemed speakers.

Your expertise in [specific topic or field] would greatly enrich the discussions and insights shared at the event. We believe that your experience can inspire and educate our attendees, which include industry leaders, innovators, and aspiring professionals.

Please let us know if you are available to join us, and do not hesitate to reach out if you have any questions or require further information about the event.

Looking forward to your positive response.

Best regards,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]