

Appeal for Speakers at Public Speaking Seminar

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Organization]

[Organization Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

Dear [Speaker's Name],

I hope this message finds you well. I am reaching out on behalf of [Your Organization] to extend an invitation to you to be a speaker at our upcoming Public Speaking Seminar scheduled for [Insert Date].

The seminar aims to bring together aspiring speakers and industry leaders, and we believe that your expertise in [Speaker's Area of Expertise] would significantly enrich our program.

We would love for you to cover [specific topic or theme], as we think your insights will inspire our audience and help them enhance their speaking abilities.

Please let us know your availability for this event and any specific requirements you may have. We would be honored to have you join us.

Thank you for considering our invitation. We look forward to your positive response.

Warm regards,

[Your Name]

[Your Position]

[Your Organization]