

Subject: Invitation to Speak at Our Charitable Event

Dear [Speaker's Name],

I hope this message finds you well. My name is [Your Name], and I am [your position] at [Your Organization]. We are dedicated to [briefly describe your organization's mission and charitable cause].

We are hosting an event on [date] aimed at [briefly describe event goals]. We believe your expertise in [specific relevant field] and your inspiring work with [mention any relevant work or achievements] would greatly resonate with our audience.

We would be honored if you would consider being a speaker at our event. Your insights could provide invaluable impact and encouragement to many who are passionate about [related cause or topic].

We would be happy to discuss further details regarding travel arrangements, honorarium, and any support you may require.

Thank you for considering this opportunity. I look forward to the possibility of collaborating with you to make a difference.

Warm regards,

[Your Name]
[Your Position]
[Your Organization]
[Your Phone Number]
[Your Email Address]