

# Dear [Speaker's Name],

We hope this message finds you well. We are reaching out on behalf of [Your Organization's Name], a nonprofit dedicated to [brief description of your organization and its mission].

We are organizing a charity program/event on [date] aimed at [brief description of the event's purpose]. As part of this initiative, we are seeking inspiring speakers who can share their stories and insights to motivate our audience and drive home the importance of our cause.

Your work in [mention specific area relevant to the speaker] has greatly inspired many, and we believe that your participation would add immense value to our event. We would be honored to have you as a speaker and would provide all necessary logistics to make your experience seamless.

We would love to discuss this opportunity further with you. Please let us know your availability for a brief call or meeting at your earliest convenience.

Thank you for considering our invitation. Together, we can make a positive impact in our community.

Warm regards,  
[Your Name]  
[Your Position]  
[Your Organization's Name]  
[Your Contact Information]