

Consultation Request for Audiobook Production

Date: [Insert Date]

To: [Recipient Name]
[Recipient Title]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. My name is [Your Name], and I am [Your Position/Title] at [Your Company/Organization]. We are currently exploring the possibility of producing an audiobook version of our latest publication, [Title of the Book].

We believe that your expertise in audiobook production would greatly benefit our project. We are interested in setting up a consultation to discuss your services, including narration options, production timelines, and any other relevant details.

Could we schedule a meeting at your earliest convenience? Please let me know your availability, and I will do my best to accommodate.

Thank you for considering our request. I look forward to your response.

Warm regards,
[Your Name]
[Your Position/Title]
[Your Company/Organization]
[Your Phone Number]
[Your Email Address]