

# Book Launch Schedule

Dear [Recipient's Name],

We are excited to announce the launch of our new book, **[Book Title]** by **[Author's Name]**. Below is the outline of our book launch schedule:

## Launch Event Details

- **Date:** [Date]
- **Time:** [Time]
- **Location:** [Venue/Address]

## Schedule

- **[Time]:** Registration opens
- **[Time]:** Opening remarks
- **[Time]:** Author presentation
- **[Time]:** Q&A session
- **[Time]:** Book signing
- **[Time]:** Networking and refreshments

We look forward to celebrating this special occasion with you!

Warm regards,

[Your Name]

[Your Position]

[Your Organization]

[Contact Information]