

Invitation to Mentoring and Coaching Roundtable

Dear [Recipient's Name],

We are excited to invite you to our upcoming Mentoring and Coaching Roundtable scheduled for [Date] at [Time]. The event will take place at [Location].

This roundtable aims to foster collaboration and share insights on effective mentoring and coaching practices. It will be a fantastic opportunity to connect with fellow mentors, coaches, and industry leaders.

Please RSVP by [RSVP Date] to confirm your attendance.

We look forward to your participation!

Warm regards,

[Your Name]

[Your Position]

[Your Organization]

[Contact Information]