

Joint Presentation Offer for Research Conference

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Position]

[Organization Name]

[Address]

Dear [Recipient's Name],

We hope this message finds you well. We are writing to propose a joint presentation at the upcoming [Conference Name] scheduled for [Date] in [Location]. As fellow researchers in the field of [Research Field], we believe that our combined insights would significantly contribute to the conference theme of [Conference Theme].

Our proposed topic is "[Proposed Topic Title]," which aligns with the conference tracks and addresses emerging trends in our area of research. We envision a cohesive presentation where we can share findings from our respective studies and engage the audience in a thoughtful discussion.

We would be delighted to collaborate with you on this effort and are eager to hear your thoughts on this proposal. Please let us know if you are interested, and we can schedule a time to discuss our presentation further.

Thank you for considering this opportunity. We look forward to your positive response.

Best regards,

[Your Name]

[Your Position]

[Your Organization]

[Your Email]

[Your Phone Number]