

Invitation to Facilitate a Workshop

Dear [Facilitator's Name],

We are excited to invite you to facilitate a workshop at our upcoming seminar on [Date] at [Location]. Our seminar theme is "[Seminar Theme]," and we believe your expertise in [Relevant Expertise] would greatly enrich our program.

The details of the seminar are as follows:

- **Date:** [Date]
- **Time:** [Start Time] to [End Time]
- **Location:** [Venue/Platform]
- **Expected Participants:** [Number of Participants]

We kindly request you to cover the topic "[Workshop Topic]" for approximately [Duration of Workshop]. Your insights and hands-on approach would be invaluable to our participants.

Please let us know your availability by [RSVP Date]. We look forward to the possibility of collaborating with you for this exciting event.

Thank you!

Best regards,

[Your Name]
[Your Position]
[Your Organization]
[Contact Information]