

Formal Invitation for Author Interview

Dear [Author's Name],

I hope this message finds you well. My name is [Your Name], and I am a [Your Position/Title] at [Your Organization/Company Name]. We are avid readers of your work and deeply appreciate your contributions to [specific genre/topic].

We would be honored to feature you in an interview as part of our [program, series, publication] titled [Title of the Program/Series]. The interview would cover your writing process, inspiration, and upcoming projects, providing our audience with a deeper insight into your journey as an author.

We would like to schedule this interview at your convenience, preferably between [Proposed Dates or Timeframes]. The interview can be conducted via [Zoom/Skype/Phone], and we anticipate it will take approximately [Duration] minutes.

Please let us know your availability, and feel free to suggest any alternative dates and times that work for you. We eagerly look forward to the possibility of collaborating with you.

Thank you for considering our invitation. We hope to hear from you soon.

Sincerely,

[Your Name]
[Your Position/Title]
[Your Organization/Company Name]
[Your Contact Information]