

Inquiry for Collaborative Interview Series Project

[Your Name]
[Your Position]
[Your Organization]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

Date: [Insert Date]

[Recipient's Name]
[Recipient's Position]
[Recipient's Organization]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am reaching out to explore the possibility of collaborating on an interview series project that aims to [briefly describe the purpose of the interview series]. Given your expertise in [Recipient's area of expertise], I believe that your insights would greatly enrich the series.

The project aims to [mention the goals and topics of the interview series], and we hope to feature a variety of voices in the field. We would be thrilled to have you as a participant and share your knowledge with our audience.

If this opportunity interests you, I would love to discuss it further and answer any questions you may have. Please let me know a convenient time for you to connect.

Thank you for considering this collaboration. I look forward to your positive response.

Warm regards,

[Your Name]
[Your Position]
[Your Organization]