

# Interview Request for Podcast Appearance

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company/Organization]

[Your Email Address]

[Your Phone Number]

[Recipient Name]

[Recipient Position]

[Recipient Company/Organization]

Dear [Recipient Name],

I hope this message finds you well. My name is [Your Name], and I am the host of [Podcast Name], a podcast dedicated to [brief description of the podcast's focus]. We explore various topics including [list relevant topics].

We are eager to feature you as a guest on our podcast due to your expertise in [mention expertise/relevance]. We believe that our audience would greatly benefit from your insights on [specific topic].

The interview would take approximately [length of time] and can be scheduled at your convenience. We record via [mention platform, e.g., Zoom, Skype], allowing for easy access.

Thank you for considering this opportunity. I look forward to the possibility of having you on [Podcast Name].

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization]