

# Engagement Letter for Media Editorial Board Involvement

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

Dear [Recipient Name],

We are pleased to inform you that you have been selected to join the editorial board of [Media Publication Name]. Your expertise and insights will be invaluable in shaping the direction and quality of our media content.

As a member of the editorial board, your responsibilities will include:

- Reviewing and providing feedback on submitted articles.
- Contributing to editorial discussions and strategy meetings.
- Providing expert advice on industry trends and best practices.

We are excited about the prospect of having you on board and believe that your contributions will significantly enhance the quality of our publication.

Please confirm your acceptance of this role by [Insert Confirmation Deadline]. Should you have any questions, feel free to reach out to us at [Contact Information].

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

Sincerely,

[Your Name]

[Your Title]

[Media Publication Name]

[Contact Information]