

Dear [Recipient's Name],

I hope this message finds you well. I wanted to take a moment to recap our conversation at the [Conference Name] held on [Date]. It was a pleasure to meet you and discuss [specific topic or interest].

During the conference, I found the sessions particularly enlightening, especially [mention any specific session or speaker]. I believe the insights shared could be valuable to both our organizations.

As we discussed, I think there are several opportunities for collaboration that would benefit us both. I would love to explore this further and hear your thoughts.

Please let me know a convenient time for you to connect over a call or coffee. Looking forward to hearing from you!

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Email]

[Your Phone Number]