

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request your input on potential topics for our upcoming Q&A session scheduled for [date]. Your expertise and perspective would greatly contribute to making this event engaging and informative.

Please share any topics or questions that you believe would be valuable for discussion. We would appreciate your suggestions by [deadline].

Thank you for your assistance, and I look forward to your response.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]