

# Dear [Presenter/Speaker Name],

We are excited to welcome you as a key contributor to the upcoming [Conference Name] scheduled for [Date] at [Location]. Your insights and expertise will greatly enrich the experience for all attendees.

As a token of our gratitude for your participation, we are pleased to offer you a graduated pricing tier based on your role as a presenter/speaker:

- **Keynote Speaker:** Complimentary registration + 2 free tickets for guests.
- **Workshop Leader:** 50% discount on registration + 1 free ticket for a guest.
- **Panelist:** 25% discount on registration.
- **Presenter:** \$100 early-bird registration rate.

To confirm your participation and take advantage of the pricing tier, please respond to this email by [RSVP Date].

We look forward to your positive response and to an engaging conference ahead!

Best Regards,  
[Your Name]  
[Your Position]  
[Organization Name]  
[Contact Information]