

# Podcast Interview Scheduling

Dear [Guest's Name],

We are thrilled to have the opportunity to feature you on our podcast, [Podcast Name]. Your insights on [specific topic] will be invaluable to our audience.

We would like to schedule the interview at your convenience. Please let us know your availability for the following dates and times:

- [Date 1] - [Time 1]
- [Date 2] - [Time 2]
- [Date 3] - [Time 3]

If none of these times work for you, please suggest alternative dates and times, and we will do our best to accommodate.

Once the time is confirmed, we will send you a link to join the interview and any additional details.

Thank you for your consideration. We look forward to speaking with you!

Best regards,

[Your Name]

[Your Position]

[Podcast Name]

[Contact Information]