

Inquiry for Retail Motivational Speaker

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Company]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

Dear [Speaker's Name or Agency],

I hope this message finds you well. My name is [Your Name], and I am the [Your Title] at [Your Company]. We are currently in the process of planning our upcoming retail conference scheduled for [Insert Date] at [Insert Venue].

We are seeking a dynamic and engaging keynote speaker who specializes in retail motivation to inspire our attendees. Given your expertise and impactful speaking style, we believe you would be an excellent fit for our event.

Please let us know your availability and speaking fees, as well as any topics you would recommend covering. We would be excited to discuss this opportunity further and explore how we can work together to create a memorable experience for our audience.

Thank you for considering our inquiry. I look forward to your prompt response.

Warm regards,

[Your Name]

[Your Title]

[Your Company]