

Accelerated Consultancy Engagement Request

Date: [Insert Date]

[Consultant's Name]

[Consultant's Company]

[Consultant's Address]

[City, State, Zip Code]

Dear [Consultant's Name],

I hope this message finds you well. I am writing to formally request an accelerated consultancy engagement regarding [specific topic or issue]. Due to [mention any pressing circumstances, such as a tight deadline, urgent need, etc.], we believe that your expertise is crucial for guiding us through this matter efficiently.

We would appreciate if you could provide your availability for an initial discussion at your earliest convenience. Our goal is to outline our needs and explore how you can assist us in achieving our objectives effectively.

Please let us know your available time slots for a meeting or call. We are eager to move forward and discuss how we can collaborate.

Thank you for considering this request. I look forward to your prompt response.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Phone Number]

[Your Email Address]