

# Networking Introduction Template

Dear [Attendee's Name],

I hope this message finds you well. My name is [Your Name] and I am a [Your Job Title] at [Your Company]. I noticed that we are both attending [Event Name] on [Date].

I am particularly interested in [specific topic related to the event] and would love the opportunity to connect with you regarding your insights and experiences in this area.

Would you be open to meeting for a coffee or a brief chat during the event? I believe we could have some valuable discussions and potentially explore opportunities for collaboration.

Thank you, and I look forward to hearing from you soon.

Best regards,

[Your Name]  
[Your Job Title]  
[Your Company]  
[Your Email]  
[Your Phone Number]