

Audition Invitation Letter

Date: [Insert Date]

Dear [Auditionee's Name],

We are excited to invite you to audition for our upcoming theater production of [Production Title]. The auditions will be held on [Dates] at [Location].

Please prepare a [length of monologue or song] for your audition. You will also have the opportunity for a cold reading from the script.

We are looking for talented individuals to fill the following roles:

- [Character Name] - [Description]
- [Character Name] - [Description]
- [Character Name] - [Description]

Please confirm your attendance by [RSVP Date] by replying to this email or contacting us at [Contact Information].

We look forward to seeing you and discovering your talent!

Best regards,

[Your Name]

[Your Position]

[Theater Company Name]

[Contact Information]