

Casual Invitation Email for Guest Speaker

Hi [Speaker's Name],

I hope you're doing well. Weâ€™d love to have you as a guest speaker for our event, [Event Name], on [Date]. Your insights on [Topic] would be incredibly valuable to our attendees.

Please let me know if youâ€™re available and if thereâ€™s anything youâ€™d need to make your talk comfortable.

Thanks so much,

[Your Name]

[Organization]

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