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Letter of invitation for guest speaker

Letter of invitation for guest speaker in graduation. Letter of invitation for guest speaker in seminar. Letter of invitation for guest speaker in school. How to write a letter of invitation for a guest speaker. Sample letter of invitation for guest speaker in church. Letter of invitation for guest speaker sample. Formal letter of invitation for guest speaker. Letter of invitation for guest speaker deped. Sample invitation letter for guest of honor and speaker. zoysisaji Letter of invitation for guest speaker for church. Letter of invitation for guest speaker pdf. Sample letter of invitation for guest speaker in seminar. Letter of invitation for guest speaker graduation ceremony. Sample letter of invitation for guest speaker in graduation. Example letter of invitation for guest speaker.

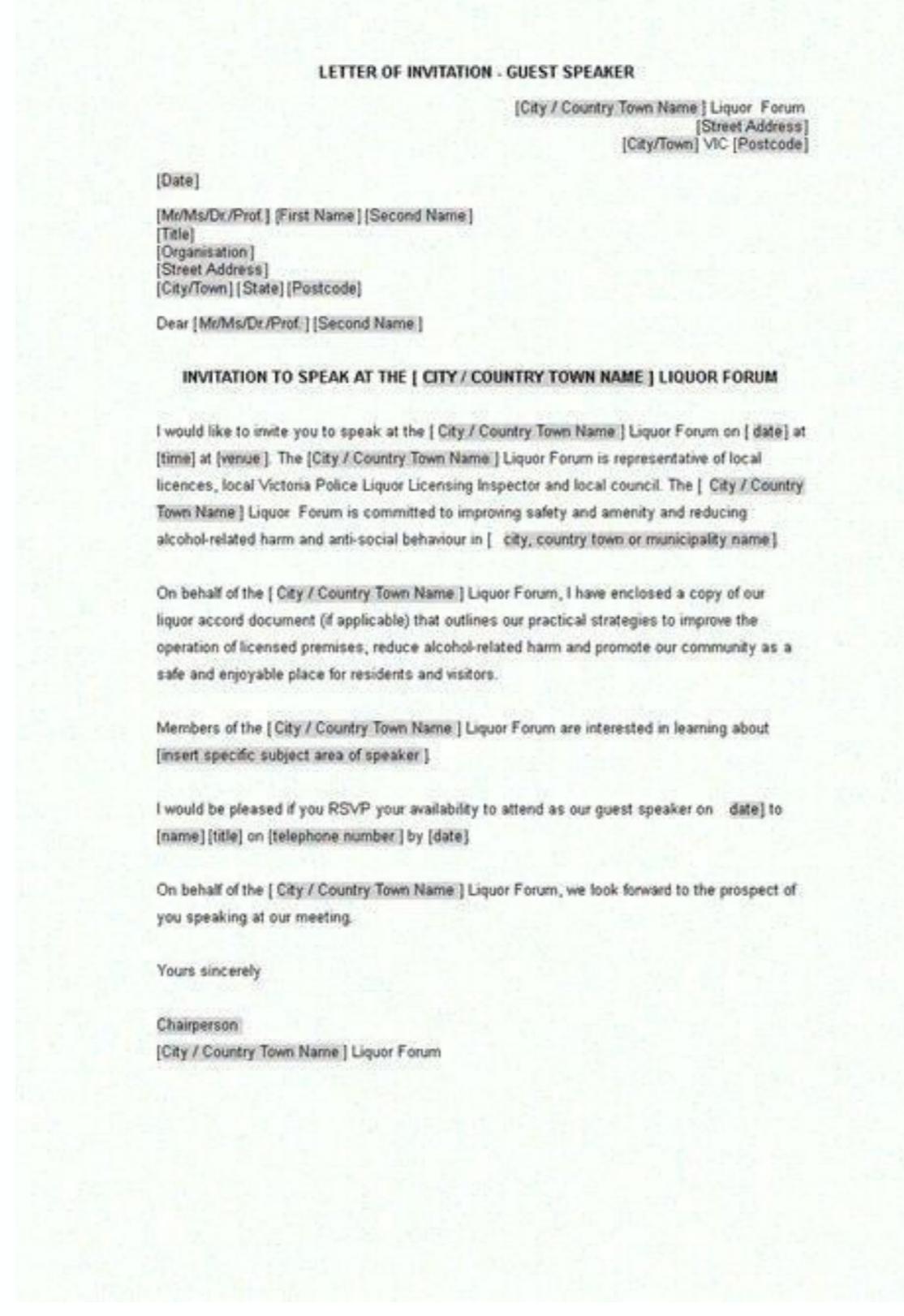
If you are part of an organization, school, or institution and have hired a guest speaker to come speak to your group, you will want to send the speaker a Letter of Invitation for Guest Speaker. This letter can be very helpful for the speaker in terms of knowing what the theme of the event will be, the itinerary for the event, and any additional information they may need to know. A Letter of Invitation for Guest Speaker template can be downloaded below. To write a Letter of Invitation for Guest Speaker, include the following information: Your organization's professional letterhead (either digitally or by print). Today's date. Your name, title, and the organization's mailing address. The speaker's name, title, and mailing address. Opening salutation to the speaker. Begin the letter by thanking the speaker again for accepting your invitation to your [upcoming name of event]. Briefly reiterate the purpose and goal for this event. Provide a brief itinerary of what will occur during the event. Describe any additional documents or passes they will need to print out ahead of time. Close the letter by providing the speaker a way to contact you should they have any questions. Your name, title, and signature. Dear Doctor Nye. Thank you again for providing your expertise at the University of California's upcoming symposium, "New Widgets of the Next Century," on January 31st from noon to 4 pm. This gathering will be a joint effort between all the academic departments of our prestigious university and led by our esteemed Chancellor, Bunsen Honeydew. The itinerary for the symposium is as follows: Opening greeting by the Chancellor; A look at the current widgets in our society; How will those widgets adapt with the next century? Our current student-led research on developing new and exciting widgets. You will be speaking during our third panel, along with two other professors from our Technology department. Attached you will also find a parking permit for the day, directions to the auditorium, and a badge that will allow you to enter the guest lounge. Should you have any questions, please do not hesitate to contact me at the phone number or email provided at the end of this letter. Again we are so grateful to have you attend our symposium and we look forward to meeting you. Best Regards, Beatrice Carmichael Assistant Chair (123) 456-7890 beatrice(at)university.edu Still looking for a particular template? Take a look at the related template below: Getting a speaker to come to your conference or seminar to give a speech begins with a carefully crafted speaker letter of invitation.

Start here! If you're wondering how to invite someone to be a guest speaker at your event, we've got you covered! The perfect speaker invite letter will spark excitement in your first-choice speaker and inspire them to accept your invitation promptly and enthusiastically. In this blog, we'll detail everything you need to know about how to invite a guest speaker, from the earliest planning stages to drafting a formal speaker invitation letter. Once you've got a completed, tiered list of potential guest speakers, create a general timeline for sending out your invitations. You should begin contacting potential speakers well in advance of your event, on the order of months or even a year beforehand.

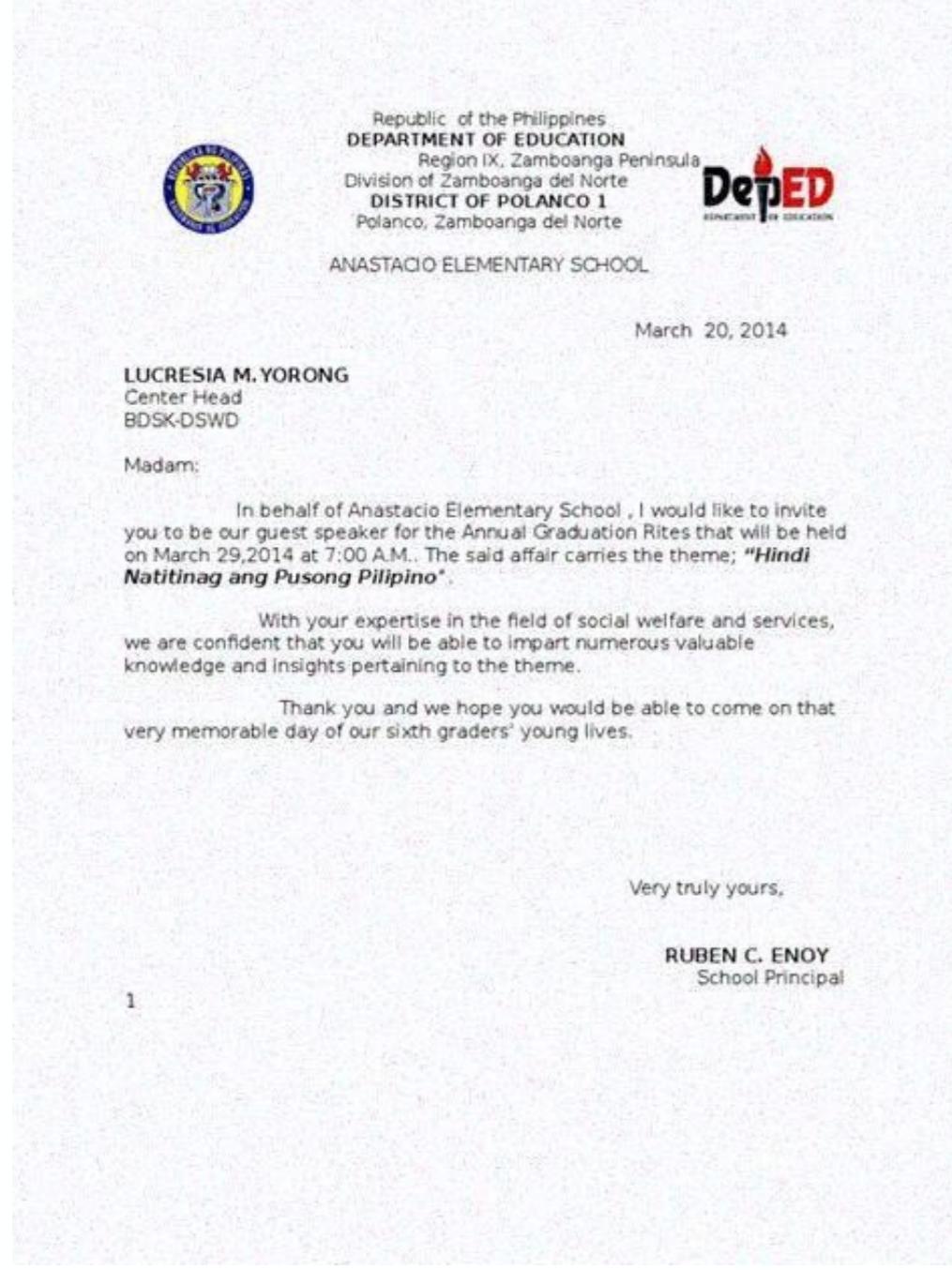
A phased approach is the wisest plan of action, and should look something like this: Send Out First Choice Invitations: Your first round of invitations should focus on your first-choice speakers. For especially sought-after speakers, it is important to notify them of your interest early to better your chances of fitting into their busy schedule. Wait for Replies: Decide on a set window of time during which you will wait for replies from your first-choice speakers. As your designated window starts to come to a close, feel free to send a gentle nudge to those who have not yet replied. If/when a speaker declines your invitation, send a gracious thank-you for considering it and move on. Assess & Send Out Second Choice Invitations: If a first-choice speaker replies to your invitation and accepts, congratulations! If not, once you've received responses from all your first-choice speakers, take a look at your list of second-choice speakers and send invitations to them. Rinse & Repeat! Once you've sent another batch of invitations, you'll repeat the "wait and reply" process until you receive an acceptance. If you're lucky, you won't have to look far beyond your first few second-choice speakers to get that exciting acceptance! The lists have been made, the timeline has been set and the budget has been squared away - you're ready to approach potential guest speakers! So, what's the best way to do it? These days, email is the quickest and most direct way to contact prospects and therefore tends to be the preferred method for many popular speakers.

A guest speaker's website may list an email address or have a fill form available to reach out regarding guest speaking opportunities. If an email address is listed, be sure to double-check who will be receiving the email, as it often will not be the speaker themselves. Sought-after speakers usually have an agent, manager, or publicist handle inquiries rather than deal with them directly. Make sure you know the first and last name of the person on the other end of your email before addressing your letter to them - otherwise, a simple "To the [SPEAKER'S NAME] team," will do just fine! A guest speaker invitation should include information relevant to the speaker regarding the event and speaking opportunity. It's important that the speaker understands why they might be a good fit for your event, and why it could be beneficial to add your event to their calendar of appearances.

More than that, though, your first interaction with a potential speaker should include the basics: What, when, where, and why. **morhimabise** Core Components of a Speaker Invitation: The name, date(s), and venue of the event! The topic, theme or focus of the event! Reasons why they would be an ideal speaker for your event! Why it would benefit them! How they can contact you! Invitation to Speak at a Conference Template: Below is a template for inviting a guest speaker that you may use to invite speakers to your conference, seminar or other corporate event. For each area in [brackets], sub in the details of your event. Feel free to customize this template to include additional information or personalization as you see fit! Dear [SPEAKER], I hope this message finds you well! I'm reaching out today with an exciting speaking opportunity for your consideration. I am honored to invite you to speak at [EVENT NAME], an event focused on [DESCRIPTION OF THE PURPOSE AND AUDIENCE OF YOUR EVENT]. The entire [EVENT NAME] team is enthusiastic about your work and feel you would be the perfect person to address our audience of like-minded professionals. [EVENT NAME] will take place in [VENUE, INCLUDING CITY AND STATE] on [DATE(S)]. We are currently anticipating an audience of about [ATTENDEE ESTIMATE #]. Our goal is to [GOAL OF THE EVENT]. We believe your voice would be a critical addition to that conversation given your extensive work in [AREA OF EXPERTISE]. Your talk could be up to [#] minutes on any themes or topics you're interested in - our team would be delighted to work with you in advance to hear your ideas and determine the particulars of your speech. Please let us know by [DATE] whether you may be interested in joining us at [EVENT NAME] as a highly-anticipated speaker.



Letter of invitation for guest speaker sample. Formal letter of invitation for guest speaker. Letter of invitation for guest speaker deped.



Sample letter of invitation for guest speaker in seminar. Letter of invitation for guest speaker graduation ceremony. Sample letter of invitation for guest speaker in graduation. Example letter of invitation for guest speaker.

If you are part of an organization, school, or institution and have hired a guest speaker to come speak to your group, you will want to send the speaker a Letter of Invitation for Guest Speaker. This letter can be very helpful for the speaker in terms of knowing what the theme of the event will be, the itinerary for the event, and any additional information they may need to know. A Letter of Invitation for Guest Speaker template can be downloaded below. To write a Letter of Invitation for Guest Speaker, include the following information: Your organization's professional letterhead (either digitally or by print). Today's date. Your name, title, and the organization's mailing address. The speaker's name, title, and mailing address. Opening salutation to the speaker. Begin the letter by thanking the speaker again for accepting your invitation to your [upcoming name of event]. Briefly reiterate the purpose and goal for this event. Provide a brief itinerary of what will occur during the event. Describe any additional documents or passes they will need to print out ahead of time. Close the letter by providing the speaker a way to contact you should they have any questions. Your name, title, and signature. Dear Doctor Nye. Thank you again for providing your expertise at the University of California's upcoming symposium, "New Widgets of the Next Century," on January 31st from noon to 4 pm. This gathering will be a joint effort between all the academic departments of our prestigious university and led by our esteemed Chancellor, Bunsen Honeydew. The itinerary for the symposium is as follows: Opening greeting by the Chancellor; A look at the current widgets in our society; How will those widgets adapt with the next century? Our current student-led research on developing new and exciting widgets. You will be speaking during our third panel, along with two other professors from our Technology department. Attached you will also find a parking permit for the day, directions to the auditorium, and a badge that will allow you to enter the guest lounge. Should you have any questions, please do not hesitate to contact me at the phone number or email provided at the end of this letter. Again we are so grateful to have you attend our symposium and we look forward to meeting you. Best Regards, Beatrice Carmichael Assistant Chair (123) 456-7890 beatrice(at)university.edu Still looking for a particular template? Take a look at the related template below: Getting a speaker to come to your conference or seminar to give a speech begins with a carefully crafted speaker letter of invitation.

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Describe any additional documents or passes they will need to print out ahead of time. Close the letter by providing the speaker a way to contact you should they have any questions. Your name, title, and signature. Dear Doctor Nye, Thank you again for providing your expertise at the University of California's upcoming symposium, "New Widgets of the Next Century." on January 31st from noon to 4 pm. This gathering will be a joint effort between all the academic departments of our prestigious university and led by our esteemed Chancellor, Bunsen Honeydew. The itinerary for the symposium is as follows: Opening greeting by the Chancellor; A look at the current widgets in our society; How will those widgets adapt with the next century? Our current student-led research on developing new and exciting widgets. You will be speaking during our third panel, along with two other professors from our Technology department. Look forward to meeting you! 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If not, once you've received replies from your first-choice speakers, take a look at your list of second-choice speakers and send invitations to them. Review & Resent: Once you've sent another batch of invitations, you'll want to repeat the "wait and review" process until you receive an acceptance. If you're lucky, you won't have to look far beyond your first few second-choice speakers to get that exciting acceptance! The lists have been made, the timeline has been set and the budget has been squared away – you're ready to approach potential guest speakers! So, what's the best way to do it? These days, email is the quickest and most direct way to contact prospects and therefore tends to be the preferred method for many popular speakers. A guest speaker's website may list an email address or have a fill form available to reach out regarding guest speaking opportunities. If an email address is listed, be sure to double-check who will be receiving the email, as it often will not be the speaker themselves. Sought-after speakers usually have an agent, manager, or publicist handle inquiries rather than deal with them directly. Make sure you know the first and last name of the person on the other end of your email before addressing your letter to them – otherwise, a simple "To the [SPEAKER'S NAME] team," will do just fine! A guest speaker invitation should include information relevant to the speaker regarding the event and speaking opportunity. It's important that the speaker understands why they might be a good fit for your event, and why it could be beneficial to add your event to their calendar of appearances.

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The entire [EVENT NAME] team is enthusiastic about your work and feel you would be the perfect person to address our audience of like-minded professionals. [EVENT NAME] will take place in [VENUE, INCLUDING CITY AND STATE] on [DATE(S)]. We are currently anticipating an audience of about [ATTENDEE ESTIMATE #]. Our goal is to [GOAL OF THE EVENT]. We believe your voice would be a critical addition to that conversation given your extensive work in [AREA OF EXPERTISE]. Your talk could be up to [#] minutes on any themes or topics you're interested in – our team would be delighted to work with you to advance your ideas and determine the particulars of your speech. Please let us know by [DATE] whether you may be interested in joining us at [EVENT NAME] as a highly-anticipated speaker. Thank you for your time and consideration, and we very much look forward to hearing from you. Best, [NAME] [POSITION] [CONTACT INFORMATION] [EVENT WEBSITE] Inviting a speaker to a webinar or other video-call-based event, it's important to make that clear in your initial invite letter. In the example template above, you may modify the first line(s) of the second paragraph like so: [EVENT NAME] is a virtual event that will take place on [DATE(S)]. Your speech would be streamed live to an audience of about [ATTENDEE ESTIMATE #] virtual attendees from all over the [STATE, NATION, WORLD, etc.]. If you are inviting a guest speaker to be the keynote speaker at your event, your formal speaker invitation letter should convey the prestige of that position. Be sure to state early in your letter that your organization would be honored to host you as the keynote speaker of your event and thank your appreciation for the speaker's body of work. This is an ideal opportunity to express genuine admiration for specific papers the speaker has written or previous speeches they've delivered. Do not be overly effusive or casual, but do add some personalization to your invitation to help the reader see that you truly understand their unique impact on their area of expertise. Because the title of keynote speaker is typically held in high regard, make sure to state toward the end of your letter what compensation, if any, your organization can offer the speaker, in addition to any other relevant perks, like travel and accommodation costs covered by your organization, meals covered, etc. You've found the perfect speaker – now what? Time to get them to stage at Earle Brown! Our experienced team of event planners can help you mount an extraordinary corporate event featuring your guest speaker. With our wide variety of event spaces, full suite of AV equipment and tech, and hands-on support throughout your event, you can rest assured that your conference or seminar will be one to remember! Contact us today to get started! Dear [SPEAKER], I hope this message finds you well! I'm reaching out today with an exciting speaking opportunity for your consideration. I am honored to invite you to speak at [EVENT NAME], an event focused on [DESCRIPTION OF THE PURPOSE AND AUDIENCE OF YOUR EVENT]. How do I write a guest speaker invitation? Mr. Mrs. Ms. etc. I hope this message finds you well. I am honored to invite you to be the guest speaker at [event name]. Our event is to be held on [date] at the [venue] in [location]. We know that you are a terrific speaker and our attendees and delegates will gain much from your talk on [subject/theme/charity group]. What should I say as a guest speaker? Tips for Introducing a Guest Speaker Remind the audience why the topic is important to them. Establish the speaker's qualifications to speak on the topic. Get the presentation off on a high note by establishing an up-beat tone. Make the speaker feel especially welcome. How do I write a invitation letter for a resource speaker? Collect the details of the person you are inviting. Check any reference or letter no is required as per your organization. Properly Mention the address of a person. Specify your goal of the letter in the subject line. Introduce yourself or your organization in the first paragraph. How do you ask someone to participate in an event? If you want to invite people by phone, use the expression "I am calling to invite you to... (event)" to explain why you are calling to people you know well. If you are talking to someone you know well, just mention the event and ask if they'd like to come "I'm having a party on Wednesday at my house. What are the 10 qualities of good speaker? 10 Traits of Highly Successful Speakers and Presenters They focus on the opportunity. ... They fine tune their voice. ... They make people smile. ... They practice with people not a mirror. ... They hold an image. ... They look forward to questions. ... They think like a designer. ... They are always the look out. What makes a great guest speaker? Great guest speakers present quality content. Make sure to use your session time wisely and add up value to what your audience already knows. Secondly, killer guest speaking sessions never discuss cliche topics. Add solid content and make it a mix of theory and practice. What are five suggestions for being a good speaker?

To become a better speaker, use the following strategies: Plan appropriately. Practice. Engage with your audience. Pay attention to body language. Think positively. Cope with your nerves. Watch recordings of your speeches. How do you ask speakers to speak at an event? Invitation to Speak at a Conference Template Dear [SPEAKER], I hope this message finds you well! I'm reaching out today with an exciting speaking opportunity for your consideration. I am honored to invite you to speak at [EVENT NAME], an event focused on [DESCRIPTION OF THE PURPOSE AND AUDIENCE OF YOUR EVENT]. How do you ask for a speaking fee? You may also want to include something like the fee I generally don't take on unpaid speaking engagements. Please let me know how/ if you're paying your speakers. Author: Sen. Ignacio Ratke Last Updated: 10/10/2023 Views: 5734 Rating: 4.6 / 5 (56 voted) Reviews: 87% of readers found this page helpful. Name: Sen. Ignacio Ratke Birthday: 1999-05-27 Address: Apt. 171 8116 Bailey Via, Roberthaven, GA 58289 Phone: +25853957682 Job: Lead Liaison Hobby: Lockpicking, LARPing, Lego building, Lapidary, Macrame, Book restoration, Bodybuilding Introduction: My name is Sen. Ignacio Ratke. I am a adventurous, zealous, outstanding, agreeable, precious, excited, gifted person who loves writing and wants to share my knowledge and understanding with you. At events, it is common to invite a guest speaker who is an honorable invite. These individuals are torchbearers in their industries and are spokespeople for their character. Inviting them through a letter is one of the preliminary steps in this regard. While writing may sound easy, this is polite, formal communication. More importantly, it is a request to an esteemed guest. So it must be written in the most dignified manner. Read further for some insights on how to do this! Now that you know the importance of a guest of honor and what they signify at an event, the following questions might pop up in your head. What must you include in this invitation letter? What is the tone and style of writing the letter? What are some must-haves you should include without fail? Rest assured, these are some very common questions that pop up, and we've got you covered – with the answers. First, follow these introductory tips, and then we can look at a few topical tips on writing a guest of honor invite letter – to perfection! The tone of your letter must be polite and formal. The receiving party of this letter is an esteemed individual in their profession or field. This means the language and tone should be of the most dignity. Ensure you maintain an honorable consistency in the language you talk in. Informal language is an absolute no in this regard.

Use language that is professional and keep the letter concise and consistent. Remember that the letter is a request toward an individual. The main body must outline a request. Talk about how it would be an honor to host the guest speaker. Maintain an engaging writing style throughout. Talk about the location of the event, what you would like the guest speaker to talk about, and other important details. Give a concise and clear introduction about yourself and the event. This gives the honorable guest context, and they can get in touch with you if they have questions! Here are some more intrinsic tips on how you can write an actionable and engaging guest speaker invitation letter to bring in a guest of honor: Start with a polite salutation. The salutation is one of the most impactful elements of a letter since it is what is the beginning of the letter. A well-crafted salutation that is polite always lays the foundation for a great letter. Introduce yourself and provide context. In the body of the letter, introduce yourself and providing context about who you are and the organization you are in. State the party you are representing and provide context to your letter. Provide more information. Next, describe your event and organization and provide more details of what and where it is being held. Express your honor the organization will experience if the guest you are inviting is to be available at the event. Appreciation and admiration. Talk of the various work and accomplishments of the guest of honor/speaker. Tell him why you are choosing them to be the guest of honor at your event. Be sure to make the invite as personal and meaningful to you as to the guest. Include contact details. Include basic contact details like name, location, and phone number. If the guest is honored to guest, you can also request more details or details more information if they wish to. This also keeps you in direct contact with the recipient. Strong closing salutations. Write a sincere closing salutation expressing your warm regards. Also, write how you look forward to hearing from the recipient and seeing them at the event. A strong and polite closing salutation is a great way to end a letter and adds flair to it. All of these elements make a great invite to an honorable guest. Make sure you incorporate all tips and write a short, concise letter that is respectful and actionable. Template: 1 To, [Name of the recipient], [Address], [Date], Sub: Letter of invitation for A Guest Speaker Dear Sir/ Madam, We are delighted by having the opportunity to invite you as a guest speaker in our school seminar to enlighten our precious students regarding the subject [mention details]. They will be honored to have been able to share your experiences and opinions. Our workshop is on [mention details]. This workshop will take place at [place name] on [date] from [mention time]. Our workshop provides Audiovisual works as well as articles and books. We hope you will accept our request for this invitation and help our students to gather knowledge. In any case, if you are unable to attend we humbly request you to give us small information. You can contact us in the No. [Phone no.] We hope that we will benefit a lot from your presence. Thank you very much, Regards, [Sender's name] [Organization name] Download Template : (pdf, docs, ODT, RTF, txt, HTML, Epub, Etc) Template: 2 To, [Name of the recipient], [Address], [Date], Sub: Invitation letter to speaker for webinar Respected Sir/ Madam, I, [mention your name], [mention your post], am writing this letter on behalf of [mention the name of the institution] to invite you to [mention the name of the webinar] as a speaker. The webinar will take place on [mention the date] at [mention the time]. It is known to one and all that your achievements in the field of [mention the department or subject], right from [mention the list of achievements, neatly, point by point, using bullets] are huge. Your sincerity and determination have taken you to this position today and it will be no less than an honor if you can kindly educate our students on [mention the topic]. By sharing your views, you can motivate them to do their best, and knowing you will be the speaker, each and every student of our institution is excited. They look upon you as their role model. If you want, while doing the webinar, you can refer to any source you like, be it some book or internet information. I am looking forward to a positive response from you, but in case you have prior commitments then I would like to request you to kindly let us know about that by mailing at [mention your email ID] or by calling at [mention your contact no.]. Once again, I am sincerely hoping that you will accept our invitation and share your valuable insight on the above-mentioned topic and our students will be able to learn from your approach and views, not just on the topic but on life as a whole. Thank you very much, Regards, [Sender's name] [Organization name] Download Template : (pdf, docs, ODT, RTF, txt, HTML, Epub, Etc) Template: 3 To, [Name of the recipient], [Address], [Date], Sub: Invitation letter to speaker for the webinar Respected Sir/ Madam, On behalf of [mention the name of the institution], I, [mention your name], a [mention your designation] am framing this invitation letter to ask you to kindly be the speaker of our webinar. The subject is [mention the name of the subject], which is a very prominent topic these days and the date is [mention the date], while the time is [mention the time]. The webinar also has the facility of [mention them] for you. It is known to one and all how you managed to achieve this post today. With your sincerity, great academic qualifications, and strong determination, you have made notable achievements in the department of [mention the name of the department]. Your pieces on [mention the topics] are well-known.

Your last take on [mention the subject] on [mention the date] with the [mention the name of the institution] was a massive success. Everyone looks up to you and takes you as a figure of inspiration and we are proud of you. If you can kindly share your viewpoints on the above-mentioned topic, then our students will be able to understand its importance more and will be able to learn from you as well. I am aware that you have a busy schedule, but still, I am hoping that you will be able to attend it and educate our students. It will truly be a pleasure for all of us to have you as an honorable speaker. If by chance you are not able to attend it then please inform us via calling at [mention the contact no.] or mail ID [mention the email ID]. Thank you very much, Regards, [Sender's name] [Organization name] Download Template : (pdf, docs, ODT, RTF, txt, HTML, Epub, Etc) Template: 4 To, [Name of the recipient], [Address], [Date], Sub: Invitation letter to the speaker for the webinar Respected Sir/ Madam, With this letter of invitation, we would like to ask you to kindly be our honorable speaker for the webinar, that is going to take place on [mention the date] at [mention the time]. The topic is going to be [mention the topic]. A total of [mention the no. of attendees/students] will be attending it. We are glad to share with you that this webinar is one of the most anticipated ones as each and every student of [mention the name of the institution] is expecting to hear from you with bated breath. You are one of the most respected and prominent figures to them and they look up to you to achieve the position in which you are in today. All of us have heard about your achievements, starting from your first [mention them all], in an organized manner, but remember to be precise and don't go into long details. Your last [mention it] with [mention the name of the institution] was a truly admirable one. It will be an absolute delight for all of us if you can share your opinion on the matter stated above. For you, the webinar also holds the facilities of [mention them]. We will be waiting for your positive response, thus hoping you to make this webinar a truly successful learning session for our students. Please let us know, in case you are unable to attend it.

You can mail at [mention the email ID] or you can call at [mention the no.]. Thank you very much, Regards, [Sender's name] [Organization name] Download Template : (pdf, docs, ODT, RTF, txt, HTML, Epub, Etc) Template: 5 To, [Name of the recipient], [Address], [Date], Sub: Invitation letter for the webinar Respected Sir/ Madam, With extreme pleasure, I am writing this letter to invite you, Mr. / Miss / Mrs. [mention the name] to be the guest speaker for the webinar of [mention the name of your institution]. It is going to take place on [mention the date] and the duration will be [mention the time]. The topic is going to be [mention it]. We have even kept [mention the facilities] for you, taking care of your convenience. The above-mentioned topic is one of the most crucial topics, your views on which can greatly educate our students, increasing their horizon of knowledge. Moreover, coming from a super successful and known personality like you, whose achievements like [mention them in a neat and precise manner, without going to unnecessary detail] are noted worldwide, can further be beneficial for them to grow in life, learning from your viewpoints. All of us are still in awe of the way you delivered your last presentation on [mention the date]. We would like to tell you that it was a truly remarkable one and all of us have been following each and every presentation of yours. You hold a very innovative approach to the subjects, something that is really admirable. Your presence alone can make a whole lot of difference. All of us are sincerely hoping that you will accept this invitation, therefore looking forward to your positive reply. In case, you are unable to, then it will be a request to please inform that via call or mail. You can mail at [mention the email ID] or call at [mention the contact no.]. Thank you very much, Regards, [Sender's name] [Organization name] Download Template : (pdf, docs, ODT, RTF, txt, HTML, Epub, Etc) Similar Posts: Webinar Invitation Letter Sample: 4 Templates How to Write Sponsorship Letter: 47 Templates 10+ Thank You Letter to Guest Speaker Templates Chief Guest Invitation Letter: 4 Templates Event Invitation Letter Example: 4 Templates Decline a Tender Invitation Letter: 5 Templates Declining an Invitation Letter: 4 Free Templates Job Fair Invitation Email: 4 Free Templates Graduation Invitation Letter: 4 Free Templates Invitation to Be Patron Letter: 4 Free Templates Was this article helpful? Business, marketing, and blogging – these three words describe me the best. I am the founder of Burban Branding and Media, and a self-taught marketer with 10 years of experience. My passion lies in helping startups enhance their business through marketing, HR, leadership, and finance. I am on a mission to assist businesses in achieving their goals.