

(Step 1 - The Greeting)

Hi **[First Name]**,

(Step 2 - Show Your Fandom)

How are you? I am a big fan of your **[insert podcast/book/FB group]**. **[Insert compliment]**.

(Step 3 - About Your Podcast)

[Your podcast name] is for **[insert description here and tell them what your show is all about]**. I would love to have you come on and talk about **[topic options based on their expertise]**.

[Optional: add compliment explaining why you'd like them to speak on said topic.]

(Step 4 - Connect Your Guest with the Podcast)

[Choose your own adventure here! The goal is to make them go "oooo very cool!" and picture themselves on your podcast]

I launched the podcast **[time launched]** and since then have had **[add how many episodes if you have already launched]** and **[lineup of your most popular guests or guest they know/popular episode that ties into their topic/feature in a popular publication/any fun fact you think they would get excited about]**.

(Step 5 - Seal the Deal)

You can learn more about the show at **[insert website link]**.

I know our audience would love **[personal compliment]**.

Let me know if you're interested!

[Your Name]