Dear [Name],

As a valued resident of {insert location}, we extend to you an invitation to participate in a local leaders panel as part of a youth leadership development program titled *Building Tomorrow's Leaders*. We would greatly appreciate your participation on {Date}.

We hope this program will provide a lasting impression on our region and its next generation of leaders. With your unique insight into the critical needs of our workforce, and the leadership of our county, we believe our students could learn from your perspective on leadership. The panel is intended to provide participants a sense of what local leadership looks like in both our county government and the private sector.

We would like to begin our panel session by allowing the panel members to introduce themselves and their leadership role in our community. Following introductions, we would like to pose a couple of prepared questions, as well as questions from our program participants. The prepared questions are as follows:

1. What is one thing you know now, that you wish you would have known when you were the age of our program participants? (Participants are in grades nine and ten.)
2. What is your vision for the future of {insert location}? 
3. What value do you see in participating in this program?

We ask that you please let us know by emailing {contact information} at your earliest convenience if you are able to attend.

Sincerely,