

Dear (presenter/volunteer):

Water resources are of vital importance to our region's future – and, thus, the future of our children. Young people need to understand how this critical natural resource affects our planet and our lives. They need to learn how they can contribute to its wise use and protection.

For that reason, (sponsoring organizations) are planning the (1st) (name) Water Festival at (location) on (date). We would appreciate your support and involvement in presenting information on (topic).

Modeled after several successful Water Festivals attended by thousands of children nationwide, our festival will feature concurrent hands-on presentations highlighting topics like water conservation, water habitats, and water quality. You would provide a vital contribution to the event's overall success.

The audience will be 5th grade students from (x) County. We strive to offer hands-on, interactive presentations. We will be offering a workshop on (date) to train interested presenters on the following activities:

Please respond to this (email) at your earliest convenience to let us know if you will be able to participate, and if you would like to attend the training workshop.

We look forward to hearing from you soon!

(contact name and number/address)

Sincerely,