Dear <name of invitee>,

I would like to invite you to present your work at <Symposium Name>, a symposium that I am organizing for the TMS 2022 Annual Meeting & Exhibition to be held February 27–March 3, 2022, in Anaheim, California, at the Anaheim Convention Center & Anaheim Marriott. My colleagues and I are building a first-rate symposium featuring leaders in the field of <<general topic>>, and I think that a report on your research would significantly enhance our planned sessions.

You can formally submit your abstracts by **July 1, 2021** through the Technical Program section of the TMS2022 website at [www.tms.org/TMS202](http://www.tms.org/TMS2020)2, but I would appreciate it if you could notify me earlier if you plan to accept this invitation. Once I receive your confirmation and abstract, we will schedule your talk for approximately <<20, 30, 40 >> minutes during one of the symposium sessions.

We know that your time is valuable, as is the work that you do. TMS2022 offers you a venue to share that work with a diverse audience of your peers—scientists and engineers working in the field of <<general topic your symposium covers>>, as well as those working in a broad range of other minerals, metals, and materials fields. The meeting attracts representatives from industry, academia, and government, as well, with nearly 70 nations routinely represented. This mix of backgrounds and experiences allows you to reach a diverse audience at a single event.

Please note that speakers for all presentations (invited and contributed) are required to register for TMS2022, and this invitation does not include complimentary registration or travel support for the conference. Note that TMS policy only permits an individual to give two *invited* presentations at TMS2022. If you have been asked to give an *invited* presentation for two other symposia, please contact me to discuss options to participate in my symposium.

We’re looking forward to a successful symposium and an energizing meeting. I hope you will be able to join us.

On behalf of the organizing committee and with best regards,

<<Organizer Name and Affiliation>>

Additional Symposium Organizers

<<List names and affiliations of additional organizers>>