

Upcoming guest

Subject Line: Name of Guest, Topic of Subject, Time and Place

Dear [Name],

I just wanted to send you an exciting announcement about our upcoming guest on **FILL IN BLANK NAME OF PODCAST** on **FILL IN THE BLANK DATE TIME PLACE** to hear **GUEST**. I know you don't want to miss this show because **GUEST INFO THAT MAKES THE AUDIENCE WANT TO HEAR YOUR SHOW**.

FILL IN THE BLANK ABOUT THE PROBLEM THE GUEST WILL SOLVE FOR THEM OR WHAT THEY'LL GET FROM THE INTERVIEW, AND WHY THEY NEED TO HEAR THE GUEST.

Example:

Hey [Name], **[USE an INTRO THAT FEELS NATURAL TO YOU]**

I just wanted to send you a quick announcement about our upcoming guest Oprah Winfrey. I don't need to tell you that Oprah is an expert at weight loss and living your best life.

Oprah's going to give you her most amazing top 3 tips for living your best life and tell you all about how she stopped focusing on weight loss but became healthier than ever after taking over the Weight Watchers corporation.

As if that is not exciting enough, you don't want you to miss her give away either.

I always get my guests to give my awesome listeners something, and this is no exception. I'm so excited! It's going to be amazing!

Our show is always on **Thursday at 7 pm Central Time if you want to hear it live**. You can listen **live here**, or you can **download the recording here**. Don't miss out. There will be prizes for those who tune in live for the show.

Best Signout ever,

The Podcast Show Name

Your Name

Links



membership.shepodcasts.com