

TMOD BEFORE THE MEETING

Dear TM speaker/role player,

As you are a prepared speaker/role player for our meeting on date..... on theme *.....*, of which I am the TMOD.

I would like you to help me connect your introduction profoundly to the theme, for that I need you to answer these three questions.

- 1 Please provide your introduction of 2-3 lines.
- 2 Question relating to the theme.
- 3 Your Topic of speech

You will contribute to better preparation of meeting if you would reply as soon as possible!

Thank you for your time !

Regards,
TM Name
Toastmaster of the Day
Meeting#
Club Name