

To people registered for the event:

Subject: Thank You for Signing Up for [Event Name](#)!

Hey [Name](#),

Thanks for registering for [Event Name](#)! We can't wait to see you there. The event will be focused on - [topics](#) - so please feel free to invite any friend that might be interested.

If you have any questions, feel free to reach out to us.

Looking forward to an awesome time at [Event Name](#) together!

Cheers,

[Your Full Name](#)

Student Ambassador with IBM SkillsBuild, [Your College](#)

To people who attended the event:

Subject: Thank You for Being a Part of [Event Name](#)!

Hey [Attendee's Name](#),

Thank you for being a part of [Event Name](#)! We hope you found the event as inspiring and enjoyable as we did! If you have any feedback or thoughts you'd like to share, we'd love to hear from you.

Looking forward to seeing you at future events!

Best regards,

[Your Full Name](#)

Student Ambassador with IBM SkillsBuild, [Your College](#)

To the speaker of the event:

Subject: Thank You for Speaking at [Event Name](#)

Dear [Name](#),

I hope this email finds you well.

I want to extend my gratitude for your outstanding contribution as a speaker at our recent event. We truly appreciate the time and effort you dedicated to us!

We have received great feedback that we couldn't have had without your participation! We're sure your insights inspired many of our participants and contributed to the success of the event.

Once again, thank you for your invaluable contribution. We look forward to the possibility of collaborating with you again in the future.

Warm regards,

Your Full Name

Student Ambassador with IBM SkillsBuild, *Your College*

Your Contact Information