Dear [invited speaker],

On behalf of the graduate students in the Department of Ecology and Evolutionary Biology at the University of Toronto, I would like to invite you to be a plenary speaker at the 2016 Ontario Ecology, Ethology and Evolution Colloquim (OE3C).

Annually, for the past 46 years, OE3C has brought together top researchers from across Ontario and farther afield to present their work in an intimate and constructive forum. Each year, the organizing committee selects several plenary speakers, whose outstanding work reflects the diverse interests of this group. We would be very honoured if you would accept our invitation to deliver the plenary [Ecology/Ethology/Evolution/Science Communication] seminar, and also invite you to join us for the rest of the Colloquium.

Expected to draw more than 200 attendees, OE3C features high-quality presentations from faculty, postdoctoral fellows, and both graduate and undergraduate students. The colloquium is always much-anticipated, and offers an excellent opportunity to interact with researchers across a range of career stages, in a collegial environment. More information on the event, including a list of past plenary speakers, can be found on our website [MD1] (link here).

The Colloquium will take place on May 5-7 in downtown Toronto, hosted by the University of Toronto’s St. George campus. All travel, food and accommodation expenses will be covered by the conference. Thank you very much for your consideration. We hope to have the pleasure of hosting you at the University of Toronto this May. Please notify me of your decision by (date).

Sincerely,

(name(s))

OE3C Plenary Committee Chair(s)

[MD1]May need to adapt or remove this, depending on what stage the website is at when invitations are sent out.