

Dear [Contact's Name],

I wanted to sincerely thank you for taking the time to speak with me at [Networking Event Name] on [Date]. I greatly appreciated hearing about your experiences at [Company/Organization Name] and learning about your perspective on the [industry/area of expertise].

Our conversation further inspired my interest in exploring opportunities in [specific field or role], and I would be incredibly grateful for the chance to learn more. If you have availability in the coming weeks, I would appreciate the opportunity to schedule a brief informational interview at your convenience, either in person or virtually.

Thank you once again for your generosity and insights. I look forward to staying in touch, and I hope we can connect further soon.

Best regards,

[Your Name]

[Your LinkedIn Profile â€“ if applicable]

[Your Email Address]

[Your Phone Number â€“ optional]