

Subject: Invitation to Final Round Executive Interview - [Candidate Name]

Dear [Candidate Name],

Congratulations on reaching the final stage of our selection process for the [Job Title] position at [Company Name]. Based on your previous interviews, we are impressed with your background and are eager to discuss this leadership opportunity with you further.

We would like to invite you to a final round interview with members of our executive leadership team. This session will focus on strategic vision, cultural alignment, and long-term business objectives.

Interview Details:

- **Date:** [Date]
- **Time:** [Time]
- **Location/Link:** [Physical Address or Video Call Link]
- **Interviewers:** [Name and Title of Executive 1], [Name and Title of Executive 2]

As part of this final stage, we would like you to [Optional: prepare a 15-minute presentation on / review the attached brief regarding] [Topic].

Please confirm your availability by [Date/Time]. If you have any questions or require any special accommodations, please let me know.

We look forward to speaking with you again.

Best regards,

[Your Name]
[Your Title]
[Company Name]