

Subject: Coffee Chat: [Company Name] + [Candidate Name]

Hi [Candidate Name],

I've been following your work, particularly your [mention a specific project or portfolio piece], and I really admire your creative approach to [specific skill or medium].

I'm currently looking for a [Job Title] to join our team at [Company Name]. Before moving into a formal interview process, I'd love to host a casual coffee chat to hear more about your creative process and share what we are building here.

Do you have 20 minutes to chat next week? I'm happy to meet at a local coffee shop or jump on a quick video call.

Are you free at any of the following times?

- [Day, Date] at [Time]
- [Day, Date] at [Time]
- [Day, Date] at [Time]

Looking forward to connecting!

Best regards,

[Your Name]

[Your Title]

[Company Name]