

[Date]

[Candidate Name]

[Candidate Address]

[City, State, Zip Code]

Dear [Candidate Name],

Following our recent discussions regarding the [Job Title] position at [Company Name], I would like to invite you to join me for a lunch interview.

As we move into the next stage of our executive placement process, we would value the opportunity to discuss your strategic vision and leadership style in a more informal setting. This will also provide a chance for you to learn more about our corporate culture and future objectives.

The details for the lunch are as follows:

- **Date:** [Date]
- **Time:** [Time]
- **Location:** [Restaurant Name]
- **Address:** [Restaurant Address]

Please let me know if this time works for your schedule or if you have any specific dietary requirements we should be aware of. We look forward to seeing you there.

Sincerely,

[Your Name]

[Your Title]

[Company Name]