



(SAMPLE JUDGES INVITATION LETTER)

This is your Official Invitation to the (district/region) (name of contest) contest

(Date)

Dear _____.

The (name of contest) for SkillsUSA will hold its annual district/regional contest on (date). The competition will be held at the (site and address) and will begin at (time) and conclude be approximately (time).

I am writing to confirm our early conversation concerning you serving as a judge for the contest. I appreciate your willingness to give your time and expertise to help young people develop their professional skills.

A judges briefing is scheduled for (time). Thank you again for your help and support of SkillsUSA Oklahoma and to our future workforce.

Sincerely,

(Signature)