

[Your Name]  
[Your Title/Position]  
[Your Organization]  
[Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Participant's Name]  
[Participant's Address]  
[City, State, Zip Code]

Dear [Participant's Name],

We hope this letter finds you well. We are pleased to invite you to participate in an upcoming IQ test organized by [Your Organization]. Your involvement will contribute significantly to our understanding of cognitive abilities and the nuances of intelligence across diverse populations.

The IQ test is scheduled for [Date] at [Location/Online Platform], and it will take approximately [Duration] to complete. We will ensure that the testing environment is comfortable and conducive to your performance. Your participation is entirely voluntary. However, should you agree to participate, please confirm your attendance by [RSVP Deadline]. If you have any questions or concerns, feel free to contact us at [Contact Information].

We appreciate your consideration and look forward to your positive response.

Sincerely,

[Your Name]  
[Your Title/Position]  
[Your Organization]