

Subject: Lunch Meeting Request

Dear [Recipient's Name],

I hope this message finds you well. I would like to propose a lunch meeting to discuss [specific topic or reason].

Could we schedule a time that works for you within the next week? I am flexible with dates and can meet at your convenience.

Thank you, and I look forward to your reply.

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]

[Your Company]