### Example 8: Letting the Candidate Pick Their Interview Date and Time

Subject: [Company name]: Invitation to Interview

Dear [Candidate’s name],

[Show gratitude for the candidate’s application, including the job title and company name]

[Invite the candidate to interview for the role]

[Include estimated interview length]

[Invite candidate to reply to the email directly with their availability]

[Date and time option]

[Date and time option]

[Date and time option]

[Polite closing and contact information]