# International Retinoids Conference VIII Email Templates

**Instructions to Organizers:**

Part of your responsibility as an organizer is to promote your conference to relevant individuals in your personal and professional networks.

Please consider using the email templates below to send messages to your professional and personal contacts in the scientific community. You’re welcome to edit the text to whatever best meets your needs. We recommend the following schedule for sending emails:

* Email #1 (General): 15-20 weeks before the meeting
* Email #2 (Abstract Deadline): 10 weeks before the meeting or 2-3 weeks before the abstract deadline
* Email #3 (Final push): 4 weeks before the meeting

**Sample Content for International Retinoids Conference VIII**

**EMAIL #1:** Use this email to encourage your friends and colleagues to register for your SRC by sharing top-level details about the event.

**Sample email subject line:** Your Invitation to attend International Retinoids Conference VIII  
Alternative email subject lines:

* Option A: Join me at this year’s FASEB International Retinoids Conference VIII conference
* Option B: Hope to see you at this year’s International Retinoids Conference VIII!
* Option C: Let’s reconnect and talk research—join me at this year’s International Retinoids Conference VIII

Dear colleagues:

I’m excited to invite you to join me at the 2026 International Retinoids Conference VIII, a FASEB Science Research Conference. These meetings are the best opportunity to connect with peers, exchange ideas, and learn what’s next in our field.

If you’re looking for a place to network with early-career and senior-level scientists, share your work, and meet others tackling similar questions, this is it. The discussions, workshops, poster sessions, and informal conversations always lead to new insights and collaborations.

I hope you’ll join us at Niagara Falls Convention Center in Niagara Falls, NY on Monday, August 3, 2026. My fellow organizers and I are bringing together leading experts and representatives from industry, government, and publishing for a dynamic exchange to discuss emerging research and network with our colleagues.

Register at the link below. You can also learn more about the agenda, travel, abstracts, awards, grants, and more at**:**

**https://events.faseb.org/Retinoids**

Warm regards,

[Organizer name]

**EMAIL #2:** Use this email to encourage researchers to submit their abstracts for poster sessions or short talks.

**Sample email subject line:** Submit Your Abstract by Monday, June 8, 2026 for International Retinoids Conference VIII

Alternative email subject lines:

* Option A: Don’t miss your chance to share your latest findings at International Retinoids Conference VIII
* Option B: Be part of the International Retinoids Conference VIII Discussion—Submit Your Abstract by Monday, June 8, 2026
* Option C: Present your work, exchange ideas, and stay ahead of discoveries

Dear colleagues:

A quick reminder that the abstract deadline for our FASEB Science Research Conference is coming up soon! This meeting is a great opportunity to present your latest findings, get feedback, and hear what’s shaping the next phase of research in our field.

In addition to poster and short talk sessions, workshops will focus on research methods, career trajectories, and professional development.

Submit your abstract by **Monday, June 8, 2026** and register here:

https://events.faseb.org/Retinoids

FASEB and conference organizers are committed to supporting SRC attendees through grants and sponsorships. We are actively monitoring ongoing developments in federal science funding and pursuing both public and private funding opportunities to help offset conference costs for attendees. Please check under the *Awards* tab on the conference page for the latest updates.

Hope to see your name in the submissions!

Best,

[ORGANIZER NAME]

**EMAIL #3:** Use this email as a follow-up or “last call” for registration.

**Sample email subject line:** The Findings at International Retinoids Conference VIII Will Change Your Research

Alternative email subject lines:

* Option A: Last call to join the conversation at International Retinoids Conference VIII
* Option B: Final reminder—register now and connect with your colleagues
* Option C: Don’t miss this year’s International Retinoids Conference VIII—register before it’s too late

Dear colleagues:

This is your last chance to register for our upcoming FASEB Science Research Conference, International Retinoids Conference VIII you’ve been thinking about attending, now’s the time to make it happen.

Beyond the talks and sessions, these meetings are about community. This means reconnecting with colleagues, meeting new collaborators, developing your career, and finding inspiration in shared challenges and discoveries.

Don’t miss out! Register today and be part of the conversation that shapes the future of our field:

See you soon,

[Organizer name]