

[Your Name]
[Portfolio Link / Personal Website]
[Phone Number] | [Email Address]

Dear [Recipient Name],

I have been following [Company Name]'s recent work on [Specific Project or Initiative], and I was particularly impressed by [Specific Detail that Resonates]. As a [Your Professional Title] who specializes in [Your Core Skill], your team's approach to [Specific Industry Problem] aligns perfectly with how I view the future of [Industry].

I am reaching out because I believe my expertise in [Key Skill 1] and [Key Skill 2] could help [Company Name] further elevate [Specific Goal or Department]. Recently, I helped [Previous Client/Company] achieve [Quantifiable Result or Creative Milestone] by [Briefly Explain Methodology].

I have attached a brief overview of my recent work, highlighting projects that mirror the aesthetic and strategic goals of [Company Name].

Are you open to a brief 10-minute conversation next week to discuss how my background in [Specific Niche] might support your upcoming Q3/Q4 objectives?

Best regards,

[Your Name]