

[Your Full Name]
[Your LinkedIn Profile URL]
[Your Email Address]
[Your Phone Number]

[Date]

[Recipient Name]
[Recipient Job Title]
[Company Name]

Dear [Recipient Name],

I am reaching out to you as a fellow professional in the Customer Success space. I have been following [Company Name]'s growth, specifically your recent [mention a specific company milestone, product launch, or article], and I am impressed by your team's approach to [mention a specific CS value like "proactive churn reduction" or "high-touch relationship management"].

Currently, I am looking to transition my [Number] years of experience in Customer Success into a remote-first environment like yours. In my previous role at [Previous Company], I maintained a [Percentage]% retention rate and successfully managed a portfolio of [Number] accounts. I am particularly skilled in [Skill 1], [Skill 2], and utilizing [Software/CRM Name] to drive customer health.

I understand that [Company Name] prioritizes [mention a company value], and I believe my background in delivering value-driven outcomes for distributed client bases aligns perfectly with your mission. I would love the opportunity to learn more about how your team approaches [specific CS challenge].

Are you open to a brief 15-minute introductory chat next week? I would value the chance to exchange insights on the evolving remote CS landscape.

Thank you for your time and for the work you do at [Company Name].

Best regards,

[Your Name]