

*[Your Full Name]*

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*[Portfolio URL / Website]*

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*[Phone Number]*

---

*[Email Address]*

---

*[Date]*

---

*[Hiring Manager Name]*

---

*[Agency Name]*

---

*[Agency Address]*

---

Dear

*[Hiring Manager Name]*

---

,

I am writing to express my interest in the

*[Job Title]*

---

position at

*[Agency Name]*

---

. I was encouraged to apply for this role by

*[Referral Name]*

---

, who currently works as a

*[Referral's Position]*

---

at your agency.

Having followed

*[Agency Name]*

---

's work on campaigns such as

*[Specific Agency Project]*

---

, I am deeply impressed by your commitment to

*[Specific Agency Value/Style]*

---

. With

*[Number]*

---

years of experience in graphic design and a specialization in

*[Specialization, e.g., Branding/Motion/UI]*

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, I am confident that my creative approach aligns with the high standards of your creative team.

In my previous role at

*[Previous Company]*

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, I focused on:

- Developing visual identities for clients in the

*[Industry]*

---

sector.

- Collaborating with art directors to execute

*[Type of Project]*

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- Translating complex briefs into high-impact digital and print assets.

I have attached my resume and a link to my portfolio for your review. I look forward to the possibility of discussing how my design background can contribute to the continued success of

*[Agency Name]*

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Thank you for your time and consideration.

Best regards,

*[Your Signature]*

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*[Your Printed Name]*

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