

[Your Full Name]
[City, State, Zip Code]
[Phone Number]
[Email Address]
[LinkedIn Profile / Professional Portfolio Link]

[Date]

[Chief Pilot or Lead Flight Attendant Name]
[Flight Department / Charter Company Name]
[Street Address]
[City, State, Zip Code]

Dear [Recipient Name],

RE: Freelance Corporate Flight Attendant - [Aircraft Type Experience]

I am writing to express my interest in providing freelance cabin safety and premium service support for [Company Name]. As a professionally trained Corporate Flight Attendant with [Number] years of experience in Part 91 and Part 135 operations, I am available for short-notice domestic and international trips starting [Available Date].

My background includes extensive experience managing high-net-worth individuals and corporate executives aboard [Specific Aircraft Models, e.g., Gulfstream G650, Global 6000]. I am current in [Training Provider, e.g., FACTS or FlightSafety] emergency procedures and hold a valid [Passport/Visa Type].

Key qualifications I bring to your flight department include:

- Expertise in culinary plating, five-star catering coordination, and cellar management.
- Rigorous adherence to cabin safety protocols and medical emergency response.
- Discretion and confidentiality regarding high-profile passenger profiles.
- Proficiency in cabin management systems (CMS) and connectivity troubleshooting.

I am highly adaptable to varying mission profiles and pride myself on maintaining a "mission-ready" status at all times. I have attached my resume and professional portfolio for your review.

Thank you for your time and consideration. I look forward to the possibility of supporting your team.

Sincerely,

[Your Name]