

# [Your Name]

Voice Actor | [Vocal Range/Type]

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[Phone Number]  
[Email Address]  
[Portfolio/Demo Reel Link]  
[Location: City, State]

[Date]

[Hiring Manager Name/Audio Director Name]  
[Studio Name]  
[Studio Address]

## **RE: Voice Actor Application for [Project Name/Role Title]**

Dear [Name],

I am writing to express my interest in the role of [Role Name] for the upcoming project, [Project Name]. Having followed [Studio Name]'s work on [Previous Title], I am deeply impressed by your commitment to [Narrative Depth/Sound Quality/Immersive Character Development].

With [Number] years of experience in voice-over, I specialize in [mention specific styles, e.g., creature sounds, tactical military barks, or emotional NPC dialogue]. My home studio is equipped with [Microphone Model] and [Interface], allowing me to provide high-quality, remote raw files with a [mention noise floor or turnaround time]. I am also available for directed sessions via [Source-Connect/Zoom/Discord].

Key highlights of my background include:

- **[Relevant Credit/Experience]:** [Brief description of what you did].
- **Vocal Versatility:** Ability to perform [Range of accents/Ages/Character types].
- **Technical Proficiency:** Experienced in [Motion Capture/PVO/ADR/Localization].

I have attached my [Character/Commercial] demo reel and specific character auditions for your review. I would welcome the opportunity to discuss how my vocal profile aligns with the vision for [Project Name].

Thank you for your time and consideration.

Best regards,

[Your Name]