

[Your Name]

[Phone Number] | [Email Address] | [Portfolio URL] | [LinkedIn Profile]

[Date]

[Recipient Name]
[Title]
[Company Name]

Dear [Recipient Name],

I am writing to express my interest in providing freelance content writing services for [Company Name]. Having followed your brand's work in the [Industry Name] sector, I am confident that my background in creating high-conversion, SEO-optimized content aligns with your current content marketing goals.

During my [Number] years as a freelance writer, I have specialized in [Niche/Area of Expertise]. I pride myself on my ability to translate complex topics into engaging, accessible narratives that drive reader retention and action. My workflow includes thorough research, primary interviewing where necessary, and a strict adherence to brand voice guidelines.

Key highlights of my portfolio include:

- **[Project/Article Title]:** [Briefly describe impact, e.g., resulted in 20% traffic increase].
- **[Project/Article Title]:** [Briefly describe impact, e.g., featured in major industry publication].
- **[Project/Article Title]:** [Briefly describe impact, e.g., optimized for high-competition keywords].

I am particularly drawn to [Company Name] because of [Specific reason regarding their recent project or brand values]. I am eager to bring this same level of passion and professional rigor to your upcoming content calendar.

Thank you for your time and consideration. I have attached my full portfolio for your review and look forward to the possibility of collaborating.

Best regards,

[Your Name]