

**[Your Full Name]**

[Your Professional Title / Consultant]

[Phone Number]

[Email Address]

[LinkedIn Profile / Portfolio Link]

[Date]

[Hiring Manager Name]

[Company Name / Agency Name]

[Company Address]

[City, State, Zip Code]

Dear [Hiring Manager Name], Regarding the [Specific Position/Project Title] at [Company Name], I am writing to offer my consultancy services. With [Number] years of experience navigating the intersection of technology and media, I specialize in distilling complex technical concepts into compelling narratives that drive market influence. Throughout my career, I have successfully managed public relations for firms in the [SaaS / Fintech / AI / Hardware] sectors. My expertise includes:

- Developing strategic communications frameworks for [Product Launches / Series Funding / Crisis Management].
- Cultivating high-level relationships with tier-one tech journalists at [List Notable Publications].
- Translating technical roadmaps into thought leadership content for executive spokespeople.
- Analyzing data-driven metrics to optimize brand sentiment and share of voice.

I am particularly drawn to [Company Name] because of your recent work in [Specific Company Achievement or Industry Niche]. As a consultant, my goal is to leverage my network and strategic insight to amplify your brand's presence within the [Current Industry] landscape. I look forward to discussing how my specialized background can support your upcoming communication objectives. Thank you for your time and consideration.

Best regards,

[Your Signature]

[Your Printed Name]