

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am [a student/young professional] interested in learning more about the [industry/field] and how businesses like [Company Name] operate.

I greatly admire the work you do in [specific aspect of the business or a recent project], and I would appreciate the opportunity to speak with you about your experiences and insights. If you are available for a brief informational interview, I would be grateful for any time you could spare.

Thank you for considering my request. I look forward to the possibility of connecting with you.

Best regards,
[Your Name]
[Your Contact Information]