

# Letter of Intent

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

Recipient Name

Recipient Title

Company Name

Company Address

City, State, Zip Code

## **Subject: Letter of Intent for Cross-Border Work Opportunity**

Dear [Recipient Name],

I am writing to express my intent to explore cross-border work opportunities with [Company Name]. With my background in [Your Profession/Industry] and experience in [Specific Skills or Experience Related to the Job], I believe I would be a valuable asset to your team.

I am particularly drawn to [Company Name] because of [Reason for Interest in the Company, e.g., its innovative projects, multinational presence, etc.]. I am eager to contribute to [specific goals or projects] and to leverage my skills in [mention any relevant skills] for the success of the organization.

I am open to discussing potential roles and how my experience aligns with the needs of your team. I look forward to the possibility of collaborating with your diverse workforce across borders and contributing to [Company Name]'s continued success.

Thank you for considering my intent. I look forward to your response.

Sincerely,

[Your Name]