

Dear [Client's Name],

I hope this message finds you well. My name is [Your Name], and I am a professional translator with [X years] of experience in [specific languages or fields of expertise, e.g., legal, medical, technical]. I am reaching out to inquire about potential freelance opportunities to assist you with translation services.

Having worked with various clients, I am proficient in delivering high-quality translations that meet the specific needs of each project. I pride myself on my attention to detail and commitment to deadlines, ensuring client satisfaction.

If you have any upcoming projects or if you need assistance with your current translations, I would love the opportunity to discuss how I can be of service to you.

Thank you for considering my inquiry. I look forward to the possibility of collaborating with you.

Best regards,

[Your Name]

[Your Email Address]

[Your Phone Number]

[Your Website or Portfolio Link]