

Freelance Engagement Proposal

Date: [Insert Date]

Dear [Freelancer's Name],

I hope this message finds you well. My name is [Your Name], and I am reaching out to discuss a potential limited engagement opportunity for a freelance project.

We are currently looking for a skilled [specific role, e.g., graphic designer, content writer, etc.] to assist us with [brief description of the project or task, e.g., creating marketing materials, writing blog posts]. This engagement is expected to last from [start date] to [end date], with an estimated workload of [number of hours or days per week].

We believe your expertise in [mention relevant skills or experiences] aligns perfectly with our needs and would greatly benefit our project.

Please let me know your availability for a brief discussion to explore this opportunity further. I am looking forward to the possibility of collaborating with you!

Best regards,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Contact Information]