

Introduction to Translation Services

Dear [Client's Name],

I hope this message finds you well. My name is [Your Name], and I am a freelance translator specializing in [languages you translate]. With [number] years of professional experience in the industry, I am dedicated to providing high-quality and accurate translation services tailored to your specific needs.

My services include:

- Document Translation
- Website Localization
- Business and Marketing Translation
- Subtitling and Transcription Services
- Editing and Proofreading

I am committed to delivering translations that not only convey the literal meaning but also preserve the tone and cultural nuances of the original content. My previous clients have appreciated my attention to detail and prompt turnaround times.

Thank you for considering my services. I would love the opportunity to discuss how I can assist you with your translation needs. Please feel free to reach out to me at [Your Email Address] or [Your Phone Number].

Looking forward to collaborating with you!

Sincerely,

[Your Name]

[Your Website (if applicable)]