

Query Letter for Freelance Writing Job

Your Name
Your Address
City, State, Zip Code
Your Email
Your Phone Number
Date

Hiring Manager's Name
Company Name
Company Address
City, State, Zip Code

Dear [Hiring Manager's Name],

I hope this message finds you well. My name is [Your Name], and I am an experienced freelance writer specializing in [your specialty, e.g., travel, technology, health]. I came across your company's recent projects, and I am eager to explore potential writing opportunities with your team.

With a background in [briefly describe your relevant experience or expertise], I have successfully contributed to various publications including [mention relevant publications or projects]. I am passionate about creating engaging and informative content that resonates with readers and drives results.

I would love the opportunity to discuss how my skills and experiences align with the needs of your team. I am available for a call or meeting at your earliest convenience. Attached is my portfolio for your review.

Thank you for considering my inquiry. I look forward to the possibility of working together.

Sincerely,
[Your Name]