

Service Offer for Literary Translation

Date: [Insert Date]

To: [Client's Name]
[Client's Address]
[City, State, Zip Code]
[Email Address]

Dear [Client's Name],

I hope this letter finds you well. I am writing to offer my services for literary translation, specializing in [type of literature, e.g., novels, poetry, etc.]. With [number of years] years of experience in translating literature from [source language] to [target language], I am confident in my ability to preserve the essence and style of your work.

Services Offered:

- Complete translation of manuscripts
- Editing and proofreading
- Consultation on cultural nuances

My rates are competitive and vary based on the complexity and length of the text. I would be happy to provide you with a detailed quote upon reviewing the manuscript.

I am passionate about literature and committed to delivering translations that resonate with the intended audience while maintaining the integrity of the original text. I would love the opportunity to work with you on this project.

Please feel free to contact me at [your phone number] or [your email address] to discuss this offer further.

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

Best regards,

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Email Address]