

Expression of Interest for Short-Term Contract

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Subject: Expression of Interest for Short-Term Contract

Dear [Recipient's Name],

I am writing to express my interest in the short-term contract opportunity that was recently advertised [mention where you found the contract]. With my background in [your field/industry], I am confident in my ability to contribute effectively to your team.

I have [mention any relevant experience or expertise], and I believe my skills align well with the needs of your project. I am particularly drawn to this opportunity because [mention specific reasons related to the project or organization].

Enclosed is my resume for your review. I am looking forward to the possibility of discussing this exciting opportunity with you. Thank you for considering my application.

Warm regards,

[Your Name]