

# Project Outline Request

Date: [Insert Date]

Dear [Freelancer's Name],

I hope this message finds you well. I am reaching out to discuss a potential freelance project that I would like to collaborate with you on. Below is a brief outline of the project requirements:

## **Project Title: [Insert Project Title]**

### **Project Description:**

[Brief description of the project and its objectives]

### **Scope of Work:**

- [Task 1]
- [Task 2]
- [Task 3]

### **Timeline:**

[Insert expected start date and completion date]

### **Budget:**

[Insert budget range or specifics]

Please let me know if you are interested and if you could provide a more detailed project outline, including your approach and any additional requirements you might have. I'm looking forward to your response.

Best regards,

[Your Name]

[Your Contact Information]