

Introduction Letter for Artist Portfolio Submission

Date: [Insert Date]

[Exhibition Curator's Name]

[Gallery Name]

[Gallery Address]

[City, State, Zip]

Dear [Exhibition Curator's Name],

I hope this letter finds you well. My name is [Your Name], and I am a [Your Medium/Artist Type] based in [Your Location]. I am reaching out to express my interest in submitting my portfolio for consideration in the upcoming exhibition at [Gallery Name].

My work focuses on [Brief Description of Your Art Style/Concept], and I have had the privilege of showcasing my art in [Brief Mention of Previous Exhibitions or Awards]. I believe that my artistic vision aligns with the theme of your exhibition, [Exhibition Theme].

Please find my portfolio attached for your review. I am excited about the possibility of contributing to [Gallery Name] and appreciate your consideration.

Thank you for your time, and I look forward to the opportunity to discuss my work further.

Sincerely,

[Your Name]

[Your Email]

[Your Phone Number]

[Your Website/Portfolio Link]