

Request for Freelance Engagement

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Request for Freelance Engagement

Dear [Recipient Name],

I hope this message finds you well. My name is [Your Name], and I am a [Your Profession/Skill/Expertise] with [X years] of experience in [Your Industry]. I am reaching out to express my interest in collaborating with [Company Name] on a freelance basis.

After reviewing your recent projects and services, I believe my background in [specific skills or expertise relevant to their projects] aligns well with your company's objectives. I am particularly impressed with [mention any specific work or aspect of the company], and I am confident that my skills can contribute positively to your team.

I would love the opportunity to discuss how we can work together to achieve your goals. Please let me know a convenient time for you to have a conversation or if you would prefer to exchange emails regarding potential projects.

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

Best regards,

[Your Name]