

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Service Provider's Name]
[Company Name]
[Company Address]
[City, State, ZIP Code]

Dear [Service Provider's Name],

I hope this message finds you well. I am interested in your aquarium maintenance services and would like to inquire about your offerings.

I have a [type of aquarium, e.g., freshwater, saltwater] aquarium that is [size, e.g., 50 gallons], and I am looking for regular maintenance, including cleaning, water testing, and any necessary care for the fish and plants.

Could you please provide me with information regarding your services, pricing, and availability?

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]