

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title/Position]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request information about your background removal services.

[Paragraph 1: Briefly introduce your interest in background removal and its relevance to your project or business.]

[Paragraph 2: Specify any particular requirements you may have, such as the desired turnaround time, image types, or any other details.]

[Paragraph 3: Request pricing information and any additional services that may be offered.]

Thank you for your time and consideration. I look forward to your prompt response.

Sincerely,

[Your Name]
[Your Job Title/Position, if applicable]