

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

[Recipient's Name]
[Venue/Company Name]
[Venue/Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],
I hope this message finds you well. My name is [Your Name], and I am a DJ with [number] years of experience in [mention genres or types of events]. I am reaching out to inquire about potential DJ opportunities at [Venue/Company Name].

I have had the pleasure of performing at [mention any notable venues or events], and I am passionate about creating memorable experiences through music. I have a diverse selection of tracks and a strong ability to read the crowd, ensuring that everyone has a great time.

I would love the chance to discuss how I could contribute to your events. Please find my contact information at the top of this letter, and feel free to reach out to me at your convenience.

Thank you for your time and consideration. I look forward to the opportunity to speak with you soon.

Sincerely,
[Your Name]
[Your DJ Name, if applicable]
[Links to portfolio, social media, or mix samples]