

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

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

Dear [Recipient Name],

Subject: Expression of Interest

I am writing to express my interest in [specific opportunity, project, or position] with [Company/Organization Name]. With a background in [your field or expertise], I am eager to contribute my skills and experience to [specific goals or projects of the company].

Throughout my career, I have [briefly highlight relevant experience, achievements, or skills that align with the opportunity]. I believe these experiences have equipped me with a unique perspective that would be beneficial in [mention how you can contribute to the company/organization].

I am particularly drawn to [mention specific aspects of the company or project that appeal to you], and I am excited about the potential to collaborate with your team.

Please find my [resume/CV or any other relevant document] attached for your review. I would appreciate the opportunity to discuss how my background, skills, and enthusiasms align with the needs of [Company/Organization Name].

Thank you for considering my expression of interest. I look forward to the possibility of discussing this further.

Sincerely,
[Your Name]