

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Company/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my previous inquiry regarding your ghostwriting services. I am eager to discuss my project in more detail and explore how your expertise can help bring my vision to life.

If you are available, I would love to schedule a time to chat or meet at your convenience. Thank you for considering my inquiry, and I look forward to hearing from you soon.

Best regards,

[Your Name]