

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

[Agent's Name]
[Agency's Name]
[Agency's Address]
[City, State, Zip Code]

Dear [Agent's Name],

I am seeking representation for my [genre] novel, [Title], which is complete at [word count] words.

[Briefly introduce your manuscript: include the protagonist's name, the main conflict, and the setting. Use captivating language to hook the agent's interest.]

[Provide a short summary of the plot, including key turning points and stakes. Mention any themes or unique aspects of the story that set it apart.]

[Include a brief author bio. Mention any relevant writing credentials, previous publications, or personal experiences that relate to the story.]

Thank you for considering my query. I have included [any specific materials requested by the agent, e.g., a synopsis or a few sample pages] as per your submission guidelines.

I look forward to your response.

Sincerely,
[Your Name]