

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Therapist's Name]
[Therapy Practice Name]
[Practice Address]
[City, State, Zip Code]

Dear [Therapist's Name],

I hope this letter finds you well. My name is [Your Name], and I am reaching out to introduce myself as a potential client.

I have been considering seeking therapy due to [briefly explain your reasons or concerns, e.g., anxiety, depression, life transitions]. After researching various therapists, I am particularly drawn to your practice because [mention specific qualities or approaches that attracted you, e.g., your experience with specific issues, your therapeutic style].

I would love to schedule a session with you to discuss my situation further and explore how we can work together. Please let me know your availability, and any paperwork or preliminary questions I should complete prior to our meeting.

Thank you for your time, and I look forward to hearing from you soon.

Warm regards,

[Your Name]