

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

[Recipient's Name]
[Recipient's Job Title]

JPMorgan Chase
[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 [Your Current Status, e.g., recent graduate, finance professional] with a keen interest in [specific area of interest related to JPMorgan Chase, e.g., investment banking, asset management]. I am reaching out to connect and learn more about your experience at JPMorgan Chase.

Having studied [Your Major/Field of Study] at [Your University/College], I have developed a strong foundation in [relevant skills or knowledge], and I am eager to gain insights from professionals like yourself in the finance industry. I admire JPMorgan Chase for [specific reason related to the company, e.g., its innovation, commitment to diversity], and I believe that networking with experienced individuals like you could greatly enhance my understanding of the field.

I would greatly appreciate any advice you could offer on pursuing a career in this industry, and if possible, I would love the opportunity to have a brief conversation or coffee chat with you.

Thank you for your time, and I look forward to the possibility of connecting!

Best regards,
[Your Name]