

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

[Mentor's Name]
[Mentor's Title/Position]
[Company/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Mentor's Name],

I hope this message finds you well. My name is [Your Name], and I am [brief introduction about yourself, including your current status, field of study, or profession].

I have been following your work in [specific area or project] and am deeply inspired by your [specific achievement or quality]. I greatly admire [elaborate on what you admire about their work or approach].

I am reaching out to see if you would be open to mentoring me as I navigate [specific goal or challenge]. Your guidance would be invaluable, as I am eager to learn and grow in [specific area].

If you are available, I would be grateful for the opportunity to discuss this further, either in person or virtually, at your convenience. Thank you for considering my request.

Warm regards,

[Your Name]

[Your LinkedIn profile or website, if applicable]