

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

[Recipient's Name]
[Recipient's Title]
[Company Name]

[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my intent to provide quality assurance testing services for [Project/Product Name] at [Company Name]. With a strong background in software testing and quality assurance methodologies, I am confident in my ability to deliver thorough and effective testing solutions tailored to your needs.

My experience includes [briefly highlight your relevant experiences, certifications, or skills related to QA testing]. I am dedicated to ensuring that all deliverables meet the highest standards of quality and functionality.

I would welcome the opportunity to discuss how my services can best support your team and contribute to the success of [Project/Product Name]. Thank you for considering my proposal. I look forward to the possibility of collaborating with you.

Sincerely,

[Your Name]
[Your Job Title/Position]
[Your Company Name] (if applicable)