[Your Name] [Your Address] [City, State, Zip Code] [Email Address] [Phone Number] [Date] [Recipient's Name] [Recipient's Position] [Company/Organization Name] [Company Address] [City, State, Zip Code] Dear [Recipient's Name], Subject: Letter of Intent for Quality of Service (QoS) Application I am writing to express my intent to apply for the Quality of Service (QoS) program offered by [Company/Organization Name]. With a keen interest in enhancing service quality and customer satisfaction, I believe that participating in this program would be immensely beneficial. [Briefly mention your relevant experience or background related to QoS.] I am particularly interested in [specific aspects of the QoS program that resonate with you]. I am eager to contribute my skills in [mention any specific skills or technologies] to help achieve the objectives of the program. Please find my resume attached for further details about my qualifications. I look forward to the opportunity to discuss this application with you in more detail. Thank you for considering my intent. Sincerely, [Your Name] [Your Job Title/Position] (if applicable)

[Your Company/Organization] (if applicable)