

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]
Dear [Recipient's Name],
Subject: SQL Query Submission
I hope this message finds you well. I am writing to submit the following
SQL query for your review and implementation.
```\sql  
[Insert Your SQL Query Here]  
```\n  
Please let me know if you require any further information or
modifications. I look forward to your feedback.
Thank you for your attention to this matter.
Sincerely,
[Your Name]
[Your Job Title]