

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

[Recipient's Name]  
[Company's Name]  
[Company's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in the typing test opportunity at [Company's Name] as advertised [where you found the job posting]. I am confident that my typing skills and attention to detail will make me a valuable addition to your team.

I have [number] years of experience in [related field or experience], where I honed my typing speed and accuracy. My current typing speed is [your typing speed] words per minute, with a high level of precision. I am committed to producing quality work efficiently and consistently.

I am excited about the possibility of contributing to your organization and would welcome the opportunity to take the typing test and demonstrate my abilities. Thank you for considering my application. I look forward to your response.

Sincerely,  
[Your Name]