

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

[Recipient Name]
[Recipient Job Title]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. My name is [Your Name], and I am an aspiring ultrasound technician currently pursuing my [degree/certificate] at [Your School/Institution]. I am reaching out to connect with professionals in the field and learn more about your experiences in the ultrasound industry.

I have a strong interest in [specific area of ultrasound or related specialty] and would be grateful for any insights or advice you might have regarding career development and opportunities in this field. If you are available, I would appreciate the chance to speak with you over coffee or a brief phone call at your convenience.

Thank you for considering my request. I look forward to the possibility of connecting with you.

Best regards,

[Your Name]

[LinkedIn Profile URL (if applicable)]