

[Your Name]
[Your Title]
[Your Company Name]
[Your Company Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Investor Name]
[Investor Title]
[VC Firm Name]
[VC Firm Address]
[City, State, Zip Code]

Dear [Investor Name],

I hope this letter finds you well. My name is [Your Name], and I am the [Your Title] of [Your Company Name]. We are an innovative [brief description of your business/industry] based in [location]. Our mission is to [briefly state your mission or vision].

I am reaching out to share an exciting investment opportunity. We are seeking [amount of funding] to [briefly explain what the funds will be used for, e.g., scaling operations, product development, market expansion, etc.].

[Provide a brief overview of your product/service, highlighting its unique value proposition and market potential. Include any traction metrics, partnerships, or significant milestones achieved to date.]

We believe that with your expertise and support, [Your Company Name] has the potential to [describe the vision for growth or impact].

I would love the opportunity to discuss this with you further and explore how we might collaborate. Please let me know a convenient time for us to connect. Thank you for considering this opportunity.

Best regards,

[Your Name]
[Your Title]
[Your Company Name]