

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

Dear [VC 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 seeking to raise [Amount] in funding to [briefly state purpose, e.g., launch our innovative product/service, scale operations, etc.].

[Your Company Name] is addressing [describe problem or market need] through [briefly explain your product/service]. Since our inception in [Year], we have achieved [describe milestones, e.g., customer acquisition, revenue, partnerships].

Our team is composed of [highlight your team's expertise and experience]. We believe that with your support, we can [explain your vision and potential for growth].

We would be thrilled to discuss this opportunity with you in more detail and share our comprehensive business plan. Thank you for considering our proposal. I look forward to the possibility of working together.

Sincerely,

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