

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

[Date]
[Agent's Name]
[Agency's Name]
[Agency's Address]
[City, State, Zip Code]

Dear [Agent's Name],

I am seeking representation for my [genre] novel, [Title], complete at [word count]. [One or two sentence hook summarizing the main plot or concept of your novel].

[Briefly describe your main character and their journey or conflict. Include relevant themes and unique aspects of the story that make it compelling.]

[Include a short paragraph about your writing background and any relevant publications, awards, or experiences that make you a credible author.]

[Conclude with a thank you to the agent for considering your work and express your hope to hear from them soon.]

Sincerely,
[Your Name]