

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Date]  
[Recipient's Name]  
[Recipient's Position]  
[Company Name]  
[Company Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well! My name is [Your Name], and I am a UX designer with a passion for creating user-centered experiences. I have been following [Company Name] and am truly impressed by [specific project, product, or feature they have].

I am reaching out to connect and explore potential collaboration opportunities. I believe that my experience in [specific skills or areas of expertise] could be beneficial to your team. I'd love to discuss how we can collaborate to enhance the user experience at [Company Name].

If you're available, I'd be thrilled to chat over coffee or a virtual meeting at your convenience. Thank you for considering this outreach, and I look forward to hearing from you soon!

Best regards,

[Your Name]  
[Your LinkedIn Profile or Website if applicable]  
[Your Phone Number]