

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[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 an experienced UX consultant specializing in [specific areas of expertise]. I am reaching out to explore potential opportunities to collaborate with [Company Name] to enhance user experiences and drive engagement.

In my previous roles, I have successfully [briefly describe relevant experience or project outcomes]. I believe my skills in [mention specific skills or tools] can significantly contribute to your team's efforts in [specific goals or projects the company is undertaking].

I would love to discuss how I can add value to your projects and help tackle any current challenges you may be facing. Are you available for a brief call or meeting in the coming weeks?

Thank you for considering my outreach. I look forward to the possibility of working together and contributing to [Company Name].

Best regards,

[Your Name]

[Your LinkedIn profile or website link]