

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

[Recipient Name]  
[Recipient's Position]  
[Company/Organization Name]  
[Company Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. My name is [Your Name], and I am [a brief introduction about yourself, including your role and affiliation, if applicable]. I am reaching out to invite you to participate in a UX research study that aims to [briefly explain the purpose of the research and its significance].

As a valued [stakeholder/user/expert in the field], your insights would be incredibly beneficial to our research. We are particularly interested in understanding [specific aspects of user experience you want to explore].

The study will involve [briefly describe the methodology, such as interviews, surveys, or usability tests], and it will take approximately [duration of participation] to complete. Your participation will greatly contribute to [describe the potential impact or outcomes of the research].

All responses will remain confidential and will only be used for the purposes of this research. As a token of our appreciation, participants will [mention any incentives, if applicable].

If you are interested in participating or would like to learn more, please feel free to contact me at [your phone number] or [your email address]. I look forward to the possibility of collaborating with you.

Thank you for considering this opportunity to contribute to our understanding of user experience.

Warm regards,

[Your Name]  
[Your Position]  
[Your Organization]