Templates for Contacting Prospects

Hi FIRST NAME,

I recently came across your profile/job posting/Facebook post regarding hiring PROJECT TYPE,

It is with great excitement that I share my expertise and vast experience with you. I’ve worked with companies such as \_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_, and am also certified in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

I would love to bring my passion and creative energy to your team and this project.

Attached is my portfolio/resume/case study. Please review, and I look forward to hearing from you!

Warm regards,

YOUR NAME

Dear FIRST NAME,

I saw that you are looking for a \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. My skills and work ethic would be perfect for this project.

When working for one of my clients, I increased TRAFFIC/LIKES/REACH/LEADS by 41% in just 1 month. For yet another client, we saw an increase in ENGAGEMENT/CONNECTIONS/SALES by 23%.

I would love the opportunity to discuss how I would use my skills to achieve a similar result for your company.

Looking forward to speaking with you,

FIRST NAME

Dear FIRST NAME,

It seems you are hiring a \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for PROJECT NAME.

I would love the opportunity to work with you on this project.

Here is what others say about my work:

TESTIMONIAL #1

TESTIMONIAL #2

TESTIMONIAL #3

I am available Monday and Thursday for a phone call. What works best for you?

Thank you!

FIRST NAME