

[Your Name]  
[Your Portfolio URL]  
[Your Email Address]  
[Your Phone Number]

[Date]

[Hiring Manager Name]  
[Company Name]  
[Company Address]

Dear [Hiring Manager Name],

I am writing to formally submit my portfolio for consideration for freelance graphic design opportunities with [Company Name]. Having followed your brand's recent projects, I am confident that my design aesthetic and technical skills would be a strong match for your creative needs.

I specialize in [List 2-3 specialties, e.g., branding, editorial design, and digital marketing assets]. My attached portfolio showcases a range of projects where I have successfully translated complex briefs into visual solutions that drive engagement. I am proficient in Adobe Creative Suite and have a proven track record of meeting tight deadlines while maintaining high visual standards.

You can view my full portfolio of work at the following link: [\[Your Portfolio URL\]](#)

I have also attached my current resume and a brief PDF overview of my most relevant case studies. I would welcome the chance to discuss how my freelance services can support your upcoming design projects.

Thank you for your time and for considering my application.

Sincerely,

[Your Name]