

Subject: Candidate Submittal: [Candidate Name] - [Job Title] - Relocation Ready

Dear [Hiring Manager Name],

I am pleased to submit [**Candidate Name**] for the [**Job Title**] position. While they are currently based in [Current City, State], they are fully committed to relocating to [Target City, State] for this opportunity.

Candidate Profile:

- **Experience:** [Number] years in [Industry/Field].
- **Key Achievement:** [Brief mention of a major project or skill].
- **Availability:** [Notice period or specific start date].

Relocation Details:

- **Status:** Actively planning move; no sponsorship required.
- **Timeline:** Able to relocate within [Number] weeks of an offer.
- **Motivation:** [Brief reason: e.g., Family in the area / Long-term career move].

I have attached [Candidate Name]'s resume for your review. They are available for a video interview at your earliest convenience.

Best regards,

[Your Name]

[Your Title]

[Your Company]