

[Your Name]  
[Your Portfolio/Website Link]  
[Your Phone Number]  
[Your Email Address]

[Date]

[Recipient Name]  
[Title]  
[Company Name]

Dear [Recipient Name],

I am writing to formally introduce myself as a [Your Profession, e.g., Motion Designer / Art Director] and to share my latest video profile with you.

In the attached video, I have curated a selection of my most impactful work, showcasing my creative process and my ability to deliver [mention a specific skill, e.g., high-end visual storytelling or brand-focused animations]. Having followed [Company Name]'s recent projects, specifically [mention a project they did], I believe my creative aesthetic aligns perfectly with your agency's vision.

You can view my video profile directly via the link below:

**[Insert Link to Video Profile/Showreel]**

I would welcome the opportunity to discuss how my skills and unique perspective can contribute to your upcoming projects. Thank you for your time and for considering my work.

Best regards,

[Your Signature]

[Your Printed Name]