

[Date]

[Recipient Name]

[Recipient Title]

[Company Name]

[Address]

Dear [Recipient Name],

I am writing to you regarding the recent reorganization announced at [Competitor Name]. As they undergo significant structural shifts, a unique window has opened to acquire top-tier executive talent that was previously unavailable.

Our firm, [Your Firm Name], specializes in identifying and placing high-impact leadership. We are currently tracking key individuals within [Competitor Name]'s [Specific Department/Division] who possess the strategic expertise necessary to drive growth for [Recipient Company Name].

We propose a targeted executive search to secure these industry leaders before they are recruited by other firms. Our approach includes:

- Mapping the leadership structure of [Competitor Name].
- Discreetly vetting high-performing executives affected by the reorganization.
- Presenting a shortlist of candidates who align with your corporate culture and goals.

We have attached a brief overview of our search methodology and fee structure. I would welcome the opportunity to discuss how we can leverage this market shift to strengthen your executive team.

Are you available for a brief call on [Day] at [Time]?

Sincerely,

[Your Name]

[Your Title]

[Your Phone Number]

[Your Email]