Dear <Potential Client>,  
  
 I am interested to help complete your <insert job or project>. I have a Master’s in Computer Information Systems and an Associates in Computer Science. I would also like to welcome you to visit my free-lance website at [www.netdoodler.com](http://www.netdoodler.com) to get a demonstration of my skillset as well as my linkedin profile at <https://www.linkedin.com/in/walteranthony>.

<Ask a few relevant questions here:

Web Questions:

I.e. To help save time as well as jump start the project, will you be willing to purchase a website template from any third party vendor? If so, may I suggest looking at <https://themeforest.net/>? Also, if you need help, or would like my input, please let me know. Please keep in mind that these templates are highly customizable, so if you cannot find one that’s completely satisfies your expectations, that’s what I am here for.

Also, please let me know if you already have a hosting server and service I can connect to, or if you will need help with finding a hosting service, or help with granting me login access.

Misc Questions:

>

If possible, I would like to schedule a phone interview to discuss the project further. Please suggest a few dates and times, and I’ll do my best to make myself available then!

Sincerely,

-Anthony Walter