



NETWORKING EMAIL TEMPLATE

SUBJECT: Quick Hello and a Request for Insight

Hi [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I came across your profile through [how you found them — e.g., LinkedIn, mutual contact, article, event]. I'm currently [briefly explain your role, studies, or area of interest], and I'm very interested in [mention something specific about their field, work, or company].

I admire your work in [mention a project, role, or industry they're involved in], and I'd love the opportunity to learn more about your journey and any advice you might have for someone looking to [state your goal — e.g., break into the industry, grow in the field, switch careers].

Would you be open to a short call or email exchange at your convenience? I promise to keep it brief and respectful of your time.

Thank you so much, and I look forward to hearing from you.

Warm Regards,

[Your Full Name]

[Your LinkedIn or Website – optional]

[Your Contact Info – optional]