

Your Name  
Your Address  
Your phone number  
Your email

Date

Dear (name of agent or editor),

**Part one** should do two things. It should demonstrate that you're a savvy professional pitching this particular literary agent for a reason. Next, quickly introduce your book with title, word count, genre and audience.

**Part two** pitch your story in one to two sentences. **Option- you can** compare your novel to other books in the same genre similar to yours that have done well.

**Part three** of your query should introduce you and your background. And close with a simple thank you for your time.

Sincerely,

Your name