

Subject: Inquiry Regarding Moving Services - [Your Name] - [Moving Date]

Dear [Name of Contact Person or Company],

I am reaching out to request a formal estimate for my upcoming move scheduled for [Date]. I received your contact information through [Referral Name/Source] and understand that you are a highly trusted professional in the moving industry.

The details of my move are as follows:

- **Current Address:** [Full Street Address, City, State]
- **Destination Address:** [Full Street Address, City, State]
- **Estimated Volume:** [e.g., 2-Bedroom Apartment / 3-Bedroom House]
- **Special Requirements:** [e.g., Packing services, fragile items, piano, or storage needs]

Could you please provide information regarding your availability for these dates and a preliminary quote? Additionally, I would appreciate it if you could confirm that you are fully licensed and insured for interstate/local transport.

I am looking to finalize my arrangements by [Deadline Date], so I look forward to hearing from you soon. Please let me know if you require a virtual or in-person walkthrough to provide an accurate estimate.

Thank you for your time and assistance.

Best regards,

[Your Name]
[Your Phone Number]
[Your Email Address]