

[Your Name]
[Your Title/Law Firm]
[Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Recipient Name]
[Recipient Title]
[Company/Organization]
[Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally introduce my legal services and highlight my specific expertise in navigating complex immigration landscapes. My professional background is uniquely positioned to handle both humanitarian and employment-based legal needs.

My core expertise covers the following areas:

Asylum Petitions:

I provide dedicated representation for individuals seeking protection. This includes preparing Affirmative Asylum applications, representing clients in Defensive Asylum proceedings before the Immigration Court, and conducting thorough evidence gathering to support claims based on protected grounds.

Corporate Immigration Matters:

I assist businesses in securing the global talent necessary for their operations. My services include managing H-1B, L-1, and O-1 non-immigrant visas, as well as overseeing the PERM labor certification process and employment-based green card applications (EB-1, EB-2, and EB-3).

Whether you are an individual seeking safety or a corporation managing a multinational workforce, I offer the strategic guidance required to achieve successful outcomes with the USCIS and Department of Labor.

I would welcome the opportunity to discuss how my expertise can support your specific objectives. Please feel free to contact me to schedule a consultation.

Sincerely,

[Your Signature]

[Your Printed Name]