

123 My Home Drive
Anywhere, TX 54321
April 14, 2003

Ms. Sue Jones
Director of Marketing
Start Up, Co.
123 Mail Street
Anywhere, TX 12345

Dear Ms. Jones:

Thank you again for the opportunity to interview for the Marketing position. I appreciate your hospitality and enjoyed meeting you and members of your staff.

The interview convinced me of how compatible my background, interests, and skills are with the goals of Start Up, Co. My prior marketing experience with the Department of Commerce has prepared me to take a major role in developing both domestic and international marketing strategies. I am confident my work for you will result in considerably expanding the Pacific markets within the next tow years.

For more information on the new product promotion program I mentioned, you can view the material on our web site at <http://www.example.com>.

I look forward to hearing from you on April 25th.

Sincerely,

Willing Applicant

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