Mr. Linder

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1-201-9876543

email@example.com

Dated: 09-06-2009

Dear Mr. Linder

I really enjoyed and took advantage of our last day meeting and detailed discussion regarding my career options. It really inspirited my passion and strengthened my partiality toward arts and designing. I feel myself prepared to accept the new challenges and opportunities to utilize my skills on basis of my experience.

Please accept my hearty gratitude for dedicating your valued time for providing me information and guideline for the best options of my career. I really needed your advice in order to finalize my decision to attain a glorious career in designing field. I am very thankful for your serious concern with me personally. I would like you to keep in touch for more instructions.

Thanks for everything

Best regards

Yours truly

Won Cho

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