Dylan Williams 7 July 20XX Los Angeles, CA 651-555-0151 dylan@example.com

Ayano Harada Hiring Manager Starling and Copper 123 Avenue A Burbank, CA 56789

Dear Ayano,

I am writing in response to your job posting for a temporary copywriter. Based on the requirements listed in the ad, I feel that my skills and experience are a perfect match for this position. I am interested in finding a position that will last for at least 6 months. I am available to start in a

new position as early as August.

I have enclosed my resume for your review. I look forward to further discussing opportunities with Starling and Copper. If you have any questions or would like to schedule an interview, please call me

at 651-555-0151. Sincerely, Dylan Williams Enclosure