Dear Mr. Gerard:

I received your CV on Monday. It is very impressive, but I am sorry to

inform you that Mr. Holmes is not looking for additional staff at this

time.

While we do not normally accept unsolicited applications, I will keep

your CV on file for future consideration. If it is convenient, please

send me a list of references, especially those pertaining to skills in

negotiation, accounting, and data mining (preferably using the Python

programming language). A recent photograph is also recommended.

Best of luck to you. Feel free to check back at this time next year

in the event a position becomes available. Use this email address,

and include your name and the word “check-back” in the subject line.

Sincerely yours,

Emil Kurtz

Associate Director

International Affairs