

John Smith
Street 1
12345 Place
Mobile phone: +1 234 56789
Email: john.smith@example.com



Company Name
Company Address
Contact

Place, 24 June 2021

Subject: Application as <POSITION>

To whom it may concern

Insert here the text for the cover letter, this should be max. 1 page.

Yours faithfully

A handwritten signature in blue ink that reads 'John Smith'.

John Smith

encl: Attachments included in this application