

Nicholas Biancolin
Department of Rizzology
University of Toronto

January 2, 2024

Christina Pizzonia
Faculty of Life Sciences
University of Toronto

Dear Ms. Pizzonia,

I trust this letter finds you well. I am writing to formally acknowledge receipt of your application for the position of Partner in this relationship. **We** appreciate the time and effort you invested in submitting your application.

After a thorough review of your qualifications and experiences, it is with great pleasure that I extend an offer to you to proceed to the next stage of our selection process. We would like to invite you for an interview to further discuss your suitability for the position. The interview will take place on **Monday, Jan 8th** in our offices located at **your house**.

Please come prepared to discuss your professional background, relevant skills, and any additional information you believe would contribute to our evaluation process. Additionally, you may be required to bring any supporting documentation, such as references or certifications, that would aid in our assessment of your candidacy.

Kindly confirm your availability for the scheduled interview by **Sunday**, and should you encounter any scheduling conflicts or require any accommodations, please do not hesitate to contact us at your earliest convenience.

We look forward to the opportunity to meet with you and discuss how your skills and experiences align with the needs of our organization. Thank you once again for expressing interest in joining this relationship.

Thank you,

Nicholas Biancolin

P.S. (maybe we can go on a proper date after?)