

THANK YOU LETTER

Post-Informational Interview

9910 Thompson Drive
Cleveland, Ohio 43382
June 21, 20____

Jane Evans, Director
Evans Finance Corporation
2122 Forman Street
Cleveland, Ohio 43380

Dear Ms. Evans:

Your advice was most helpful in clarifying my questions on careers in finance. I am now reworking my resume and have included many of your thoughtful suggestions. I will send you a copy next week.

Thanks so much for taking time from your busy schedule to see me. I will keep in contact and follow through on your suggestion to see Sarah Cook about opportunities with the Cleveland-Akron Finance Company.

Sincerely yours,

Daryl Haines

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