Chris Turner

910 Sandy Lane

Sarasota, FL 79567

Thursday, April 20, 2023

Dear :

It was a pleasure meeting you and thanks for sharing part of your busy schedule with me. Enclosed please find a copy of my transcript, which you requested. I strongly feel my ambition and desire to excel match well with your expectation of a staff accountant with your firm. I look forward to talking with you in a greater detail in the near future.

Below is a sample of a graph that I have created. Let me know what you think.