**Marketing Letter Example**

Mr. John Smith, COO

American Widget Corporation

215 Main Street

Anytown, MN 55101

Dear Mr. Smith,

I have done some research on American Widget Corporation. What I understand is that your mission includes:

* Topic #1
* Topic #2
* Topic #3
* Topic #4

My skill set and experience appear to be a possible fit for your organization. This includes:

* Item #1
* Item #2
* Item #3
* Item #4

I’m not sure if you are looking to add personnel at this time, but I would be open to an initial conversation to see how I can add value to your company.

Please expect a call later this week, but feel free to contact me at the number below or reply to this email.

I look forward to talking to you soon.

Regards,

Ima Candidate

612-515-8477

ima.candidate@gmail.com


# Marketing Letter Example 0317

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