**Your Street Address**

**City, State, Zip**

**Date**

**NAME OF PERSON WHO INTERVIEWED YOU**

Name of Business

Street Address of business

City, State, Zip

Dear Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:

Thank you for meeting with me this afternoon at the Greater Auburn Community Career Conference. I enjoyed learning about (**Insert Business Here**), what an employee in your area does, and the jobs you have now or will have available in the future.

What impressed me most about working for (**Insert Business Here**) was…..(**This is where you tell him/her specifically what impressed/interested you about this company. It would be wise to write a chunk paragraph here…CD, CM, CD, CM, CD, CM…conclusion.**)

I left a copy of my resume and job application with you. Please call me if you need any additional data for my application or if you would like to talk with me again about a particular position that you feel I would be suited for. Thank you once again for your time and commitment to the Auburn Riverside High School students who are seriously searching for careers in the Auburn area. I hope to hear from you because I would really like to work for (**Insert Business Here**).

Best regards,

**Name**

**Phone Number**