

**Sent Via First Class Mail and Email**

April 4, 2001

Mr. Joseph Candidate  
570 Detroit Street  
Denver, Colorado 80206  
303.333.6464 (Office)  
303.333.6464 (Residence)

James Client  
Vice President – Finance & Accounting  
Big Public Telecom Company  
123 Inverness Drive South  
Englewood, Colorado 80124

Dear James:

I am writing to express my appreciation for all that you have done for me during my application and interview process for the Senior Manager position. Thank you for the opportunity to speak with you during our recent comprehensive interview. I particularly enjoyed speaking with you about your previous experiences with That Big Cable Company and your current experiences with Big Public Telecom Company. I also enjoyed our interview very much and was delighted to have the opportunity to speak with you and to further discuss employment opportunities with Billing Controls and Revenue Assurance at Big Public Telecom Company.

The Senior Manager position offers the opportunities for personal and professional growth that I am seeking as a competitive, results-oriented team leader and a firm believer in active learning. As I discussed with you during the interview, I believe one purpose of the interview is to explore areas of mutual interest as to assess the fit between the individual and the position. After careful consideration, I realize that this position requires exactly the kind of work I want to do, and in a stimulating environment.

Should you need additional information, please do not hesitate to contact me. Once again, thank you for your support and encouragement. I would be pleased and honored to work with you and to be a part of the Billing Controls and Revenue Assurance organization at Big Public Telecom Company.

Sincerely,

Joseph Candidate