

**MAIL to SELF**

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Gregory A Allbright

1500 Modoc Alley

Uniontown, Idaho, 99179

17 July 2020

Arthur Jones

Executive Officer - Assistant

Amberville and Co.

3729 Mento Road

Uniontown, Idaho, 99179

Dear Mr. Jones,

Thank you very much for recommending me to Amberville and Co. for the Junior Accountant role. I appreciate the time and effort to review my application and nominate me for the role.

I wish to inform you that I've been chosen for an in-person meeting with ABCD's recruitment team, which will take place this week. She typically manifested how pleased she was with the letter of recommendation you sent on my account when she contacted me to schedule this meeting.

Thank you again for the assistance. I appreciate the support you've given me, and I'll keep you updated on how well the interviewing progresses!

Sincerely,

Gregory A Allbright