

Your Street Address  
City, ST Zip  
(xxx) xxx-xxxx

October 12, 2005

Mr. FirstName LastName  
Appropriate Title  
Company Name  
Street Address  
City, ST Zip

Dear Mr. LastName:

Please consider this my formal application for the market risk consultant position posted on the World Wide Web (<http://www.agcareers.com/job.cfm?task=view&id=50206>, accessed on October, 5, 2005). I believe my attributes qualify me for this position.

I expect to receive my degree in Agricultural Economics from Texas A&M University in May 2008. While in college, active participation in several leadership and professional organizations helped enrich my understanding of the market for agricultural commodities. Our team for the National Agri-Marketing Association developed collaborative product ideas, surveyed and studied potential markets, and devised a marketing plan to capture the greatest amount of profit. This experience taught me how to work as a team and developed my intrigue in agri-marketing.

Working for your company would give me the opportunity to learn more about this fascinating field from those who operate in it while sharing my talents with a professional team of workers. I know that Hurley & Associates works closely with individual producers, where I believe I can be especially effective because, as my résumé indicates, I come from an agricultural and rural background. Since I am willing to relocate and travel, perhaps I could assist your company in the future by providing support as Hurley & Associates continues to expand in many parts of the United States.

I would like to discuss my interests, experiences, and qualifications in an interview and will contact you or an associate in the week of October 17<sup>th</sup> for that purpose. If any additional information is needed before that time, feel free to contact me by mail, e-mail, or phone. Thank you for your time.

Sincerely,

*Levi Estes*

Levi Estes

Enclosure: Résumé