

Instruction: This is a model letter. Adapt to fit your facts and circumstances.

Return address:  
Name  
Address Line 1  
Address Line 2  
City, State Zip Code

Date

Name, Manager  
Address Line  
Address Line  
City, State Zip Code

Dear Mr./Ms. :

I am submitting my resume for consideration for the position of { insert position } with {insert name of band}. I learned of this opening through an online posting calling for auditions in the local area.

I have experience in many genres of music, including {list all musical styles you are able to play}. In addition, I obtained my B.A. in music from University. I also taught music at the School of Music from Date to Date. Currently, I am a studio musician for Records. Some of my work in this capacity includes: {list work on various releases}.

It is my understanding that your band is especially interested in hiring a musician who has an extensive travel history. As a studio musician for Records, I participated in promotional gigs from Date to Date. Essentially, I was on the road for six months each year during my employment with this record company. I am quite comfortable being on tour for long periods of time. Plus, it is my desire to use my professional talents and extensive experience to promote {insert name of band} as one of the best new bands in the nation.

I would like to set up a time to speak with you about becoming a member of {insert name of band} and to audition live for you and the other band members. I have enclosed a demo tape for your viewing and if you would like to meet, please contact me at, - .

Sincerely,

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N A M E

Enclosuresd