

Terry L. Cloth

987 Lakeview Road, Apartment # 675 Albuquerque, NM 87131

December 2, 2006

Jane Fox
Technical Analyst
123 Technical Company
4599 Sample Street
Albuquerque, NM 87131

Dear Ms. Fox,

The last time we met was this past August for an informational interview. The information, as well as the contact sources you recommended, was invaluable in helping me focus my interest in my computer science degree.

I will complete my fall semester in a few weeks and will be graduating next May with a Bachelor of Science in Computer Science from UNM. As my last semester approaches, I would like to see if we can arrange another informational interview. I am hoping to get your feedback on my post-graduate job search.

I realize that this is a very busy time during the year with the holiday season fast approaching. I am very flexible in arranging a time and I am willing to meet at your convenience. I will be calling your office in the next week to arrange an appropriate time.

Sincerely,

Terry L. Cloth