

Thomas Hunt
456 Main Street
Scott City, MO 86754
September 17, 2001

Mr. Chris Blank
Director
AXIS Company
123 Main Street
Scott City, MO 63705

Dear Mr. Blank:

I enjoyed speaking with you on the phone this afternoon, and I appreciate your interest.

As promised, I've enclosed my resume, which details my uncommonly thorough background in public relations, business communications, and human resource development. What my resume doesn't describe is my character. I'm a conceptual thinker, a generator of creative ideas, and a self-starter.

I'd welcome the opportunity to demonstrate these qualities in person. I look forward to hearing from you.

Sincerely,

Thomas Hunt

Enclosure