Mary Doe

Certified Massage Therapist 1234 Main Street My Town, USA 12345 (123) 444-5555 myname@myabmp.com

April 2, 2007

Mr. Joe Jones Jones Therapeutic Massage Center 1122 Main Street This Town, USA 54321

Dear Mr. Jones

The massage I received at you facility three years ago gave birth to my curiosity about the benefits of therapeutic massage. I was so impressed by the massage therapist who worked with me that I asked her where she was trained, and have since completed a basic massage program.

What impressed me at the time of my session was the clear benefit of pain relief and increased range of motion in my neck. I want to offer assistance to clients like me and educate them on the many benefits of massage. My strengths lie in the application of Swedish massage and reflexology. My education and training is listed in detail on my attached resume.

I plan to follow-up with a phone call to you next week with the hopes of scheduling some time with you to review my skills and to discuss the massage therapist position you have available. Thank you for your time and consideration. I look forward to meeting with you soon.

Respectfully,

Mary Doe