

Suzanne Smith

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Dr. Gerard Smith
Project Director
Edison Tailor Foundation
4200 North Street
San Francisco, CA 98844

Dear Dr. Smith,

I am writing to follow-up on the interview I had October 12th for a summer internship position with the Edison Tailor Foundation. Last time we spoke you mentioned that a final decision would be made at the end of October or the beginning of November, and I wanted to see if this is still a correct timetable.

As I mentioned previously, I am very interested in this opportunity. Your work and mission at the Foundation aligns with my academic and personal interest in Latin America; most notably, Mexico. Also, the personality and research styles seem very much compatible between myself and your staff.

I will call you early next week to follow-up to this letter. If you would like to speak sooner, please do not hesitate to call or email me at (505) 333-1010 or ssmith@mymail.net.

Thank You,

Suzanne