

Lia Slager

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April 10, 2019

Emily Raynor
Salaried Night Leader
Earls Ambleside
1375 Bellevue Ave
West Vancouver, BC V7T 2Y9

Dear Emily,

I hope that you are doing well. I am writing because I would appreciate your assistance with my job search. I am currently in the process of switching career paths, from the service industry to (hopefully) an internship in real estate development or a related field.

I remember the last time we spoke, you said to reach out if I needed a reference. I am wondering if that offer still stands. With your permission, I would like to use you as a reference who can speak to my character, skills, and abilities. I would inform you when I have given out your name and contact information. This way you will know when to expect a call or email. Please let me know if you would be comfortable with providing a reference for me.

Feel free to reach me at liyahslager@gmail.com if you need any additional information.

Thank you in advance for your assistance.

Sincerely,

Eliyah Slager