

5178 Dunbar Street
Vancouver, BC V6N 1V7

April 4, 2022

Anabel Cabral
Retail Sales Manager
Hudson's Bay
999 Upper Wentworth St
Hamilton, ON L9A 4X5

Dear Ms. Cabral,

I hope this letter finds you well! I worked as a part-time retail sales associate in the ladieswear section from 2016 to 2020.

I am currently seeking part-time co-op positions for software development, geared for the fall 2022 application cycle. Many company postings are seeking those with good communication skills and past job experience. I developed a lot of customer-facing qualities under your mentorship, and would really appreciate it if you were able to provide a reference detailing my time at Hudson's Bay.

Of course, I completely understand if you cannot currently provide a reference. I know Bay Days are approaching, and the store can get quite hectic! If you are able to provide a reference letter, I can send you any information you need, including the application posting, my updated resume, and my cover letter.

Regardless, I wish you and the rest of the bay team a great rest of the day!

Sincerely,

A handwritten signature in black ink that reads "Dhara Bhatt". The script is cursive and fluid, with the first letters of each name being capitalized and prominent.

Dhara Bhatt

5178 Dunbar Street
Vancouver, BC V6N 1V7

April 4, 2022

Krista Craig
SAM Aphasia Coordinator
1831 King Street East
Hamilton, ON L8K 1V8

Dear Ms. Craig,

I hope this letter finds you well! I worked as a clinic volunteer at SAM Aphasia during the summer of 2019.

I am currently seeking part-time co-op positions for software development, geared for the fall 2022 application cycle. Many company postings are seeking those with good communication skills and experience working in cooperative team environments. Under your tutorship, I developed skills in leading and working in a group setting. Hence, I would really appreciate it if you were able to provide a reference detailing my time at the SAM clinic.

Of course, I completely understand if you cannot provide a reference, especially considering the amount of work and hours you put into running the clinic. If you are able to provide a reference letter, I can send you any information you need, including the application posting, my updated resume, and my cover letter.

Regardless, I wish you and the rest of the SAM team a great rest of the day.

Sincerely,

A handwritten signature in black ink that reads "Dhara Bhatt". The script is cursive and fluid, with the first letters of each name being capitalized and prominent.

Dhara Bhatt

5178 Dunbar Street
Vancouver, BC V6N 1V7

April 4, 2022

Dr. Daniel Coren
Philosophy of Ethics Professor
1280 Main St W,
Hamilton, ON L8S 4L8

Dear Mr. Coren,

I hope this letter finds you well! I was a student in your Topics of Ethics class (PHIL 4YY3) during the winter 2020 semester.

I am currently seeking part-time co-op positions for software development, geared for the fall 2022 application cycle. Many company postings are seeking those with excellent written communication skills, and logic-based problem-solving aptitude. Your course taught me how to use logical philosophical arguments to compare and contrast various ethical philosophies. You also recommended me for McMaster's Humanities Essay Writing competition. I would really appreciate it if you were able to provide a reference detailing my work in your course.

Of course, I completely understand if you cannot provide a reference, especially considering that it is exam season at McMaster. If you are able to provide a reference letter, I can send you any information you need, including the application posting, my updated resume, and my cover letter.

Regardless, I wish you a great rest of the term!

Sincerely,

A handwritten signature in black ink that reads "Dhara Bhatt". The script is cursive and elegant, with the first letters of the first and last names being capitalized and prominent.

Dhara Bhatt