

Lansi Chu  
3155 West 6th Avenue  
Vancouver, BC V6T 1J8

December 9th, 2018

James Phu  
SAP Vancouver  
910 Mainland Street  
Vancouver, BC V6B 1A9

Dear James,

Hope you have been well since the last time we have met! I am seeking an internship position as a software engineer at Google and I was wondering if you could be my reference.

While I was working at SAP Vancouver, you have acted as my mentor not only in terms of professional work but also in my personal developments. Therefore, I feel that you would be a great manager for Google to reach out to as you can give an honest feedback regarding my capabilities.

Thanks so much for considering this request! I would completely understand if you cannot commit to this for any reasons. Enclosed is my resume and the job description for further reference. Please do not hesitate to reach out to me for any questions and/or concerns at [chulansi@gmail.com](mailto:chulansi@gmail.com). Looking forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lansi Chu', with a stylized, flowing script.

Lansi Chu

Enclosure: Resume, Google Internship Job Description

Lansi Chu  
3155 West 6th Avenue  
Vancouver, BC V6T 1J8

December 9th, 2018

Bernhard Steigleider  
SAP Walldorf Germany  
Hasso-Plattner-Ring 7, 69190  
Walldorf, Germany

Dear Bernhard,

Hope you have been well since the last time we have met! I am seeking an internship position as a software engineer at Google and I was wondering if you could be my reference.

While I was working at SAP Walldorf Germany, you were my direct manager who assigned tasks to me and oversaw my work. I believe you would be a great person for Google to reach out to as you can speak accurately about my technical capabilities, accomplishments, team spirit, and personality.

Thanks so much for considering this request! I would completely understand if you cannot commit to this for any reasons. Enclosed is my resume and the job description for further reference. Please do not hesitate to reach out to me for any questions and/or concerns at [chulansi@gmail.com](mailto:chulansi@gmail.com). Looking forward to hearing from you.

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Lansi Chu

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Lansi Chu  
3155 West 6th Avenue  
Vancouver, BC V6T 1J8

December 9th, 2018

Daniel Almeida  
2329 West Mall  
Vancouver, BC V6T 1Z4

Dear Daniel,

Hope you have been well since the last time we have met! I am seeking an internship position as a software engineer at Google and I was wondering if you could be my reference.

As my teacher's assistant for Computer Science 319 (Software Engineering Project course), I believe you would be best for Google to reach out to as you would be able to talk about my technical capabilities, leadership skills as the Product Manager of the team, and personality in general.

Thanks so much for considering this request! I would completely understand if you cannot commit to this for any reasons. Enclosed is my resume and the job description for further reference. Please do not hesitate to reach out to me for any questions and/or concerns at [chulansi@gmail.com](mailto:chulansi@gmail.com). Looking forward to hearing from you.

Sincerely,

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Lansi Chu

Enclosure: Resume, Google Internship Job Description