**September 27, 2018**

**Mr. Mickey Mouse  
Character Headquarters  
Walt Disney World  
Orlando, FL 35694**

Dear Mr. Mickey Mouse:

I am very interested in this position with Walt Disney World in Orlando Florida.

While working toward my degree, I was employed as a customer service representative with a small firm.  I increased my call volume while at Fresh Foods, and I would like to repeat that success. I will complete my degree in marketing in May and will be available to begin employment in early June.

Thank you for your consideration.

Enclosed is a copy of my resume, which more fully details my qualifications for the position. Within the next week I will contact you to confirm that you received my email and resume and to answer any questions you may have.

Sincerely,

Emma Reynolds