

Sample of a Good Follow-Up Letter*

Matthew Myers

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September 13, 2002

Mickey Spillane
Divers Smith, PLLC
10 North Woodward
Suite 305
Bloomfield Hills, Michigan 48304

Dear Mr. Spillane:

Thank you for talking to me on Tuesday. I found your insights into business law and practice with Divers Smith to be very helpful. I was particularly interested to learn about the positive impact being a C.P.A. has had on your law practice. I have been trying to figure out how to use my M.B.A. degree to be a better lawyer, and I appreciated your specific example of leveraging your financial knowledge into a better negotiating position when creating joint ventures or mergers.

Finally, I would like to thank you for providing guidance about which M.B.A. majors would be helpful to a future in law. I agree that Finance could best complement my law degree for a business law practice.

I enjoyed our conversation, and I hope to have the opportunity to work with you.

Respectfully,

Matthew Myers

* Taken from Indiana University School of Law's Website.
http://www.law.indiana.edu/careers/job_search/follow_up_sample.shtml