299 Percy Street

Smiths Falls ON

April 30, 2013

Mr Craig Beckett

299 Percy Street

Smiths Falls ON

Dear

**Paragraph 1 Introduction and Statement of source**

Where did you find out about this class?

I am writing to express my interest in the Position of Student in ENG2L at SFDCI

**Paragraph 2 Why would you be a good candidate**

In order to assess your ability to communicate effectively in standard businesses English please demonstrate how you can contribute to a positive learning environment in this class.

**Paragraph 3 concluding section**

**Provide contact details**

I lookforward to discussing this application….

**Signed,**

**Matt Mulligan**