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Winston-Salem, North Carolina 27106
(336) 758-4444

October 21, 2005

Ms. Jane Campnell
Manager
Ogilvy Public Relations Worldwide
739 East Green Street, Apt. 5
Chicago, Illinois 60622

Dear Ms. Campnell:

I found your name in the Wake Forest University Alumni Career Assistance Program (ACAP) located in the Office of Career Services. As a senior at Wake Forest, I am majoring in English with a minor in Politics. Currently, I am taking a journalism course entitled "Writing for Public Relations and Advertising." Through this class, I have discovered a talent and an interest in the field of public relations.

I have already researched this field in the Career Resource Center and would like to gather further information from someone in the field. As a professional, you have personal insights and advice that would help me in learning more about public relations and beginning my job search. Your thoughts on the following topics would assist me a great deal: resumé tips for highlighting my public relations experiences, entry-level job search strategies, and required skills that public relations employers seek.

I will call you the week of October 30 to see if we can arrange a brief time when you and I can speak. My resumé is enclosed for your review. I appreciate your consideration of my request for advice, and I look forward to speaking with you in the near future.

Sincerely,

(Written Signature)

Maria Lopez

Enclosure