

## Sample Thank You Letter

1000 Anywhere Street  
Queens, NY 11102

September 20, 2014

Elisabeth Jones  
Nursing Recruiter  
Mt. Sinai Hospital  
2510 30<sup>th</sup> Ave,  
Astoria, NY 11102

Dear Ms. Jones:

Thank you for interviewing me yesterday for the Nursing Supervisor position. I enjoyed meeting you and learning more about your organization and Magnet Status recognition. I am confident that my abilities are a strong match for your organization and I look forward to working with you.

Sincerely,  
Jane Doe