

**** DO NOT COPY THIS LETTER VERBATIM ****

Employers have commented on the similarity of letters when receiving multiple Hamilton applications.

Sample Acceptance Letter

Hamilton College
198 College Hill Road
Clinton, NY 13323

Date of Letter

Mr. James Thatch
Vice President, Sales
Biotech
1514 Technology Parkway
San Francisco, CA 92120

Dear Mr. Thatch:

I am delighted to accept your offer to join Biotech as a Sales Representative in your San Francisco office, as outlined in your offer letter to me dated April 12, 2008. Thank you and your colleagues for having confidence in my candidacy and please know that I will do my best to be prepared and ready to meet the challenges of the position.

My intention will be to relocate to California a few weeks prior to my designated start date of August 1, 2008. From now until May 20th, however, I can best be reached here at Hamilton College in upstate New York, so if you will be corresponding with me in the coming weeks you may continue to use my mailing address, email and telephone number noted above.

Once again, thank you for the opportunity to join Biotech. I am very excited and look forward to seeing you again in California.

Sincerely,

Jared Student