TO

[Receiver Name]

[Receiver Title]

**ADDRESS:**  [Receiver Address]

**EMAIL:** [Email Address]

**PHONE:** [Home Phone]

FROM

[Sender Name]

[Sender Title]

Sub: Thank You Letter

Dear **[NAME]**

I want to thank you for taking the time to meet with me today to discuss the financial planner position at Cascade Associates. I appreciate you sharing the history behind your family business and that you care for every customer as if they were your own family.

From our conversation, I understand that maintaining the legacy of top-notch service is your priority, and you are looking for planners who want to continue that legacy for years to come. As I shared, I have a young family of my own, and I am looking to put down roots with an organization that I can be proud to work for. I am excited about the possibility of joining your team.

If you have any questions or want to continue our conversation, please feel free to reach out at any time.

Sincerely