**General Thank You Letter Sample**

Dear First Name, (or Mr./Ms. Last Name if you don't know them well)

Thank you for all the help you have given me with my job search.

I especially appreciate the information and advice you have provided, and the contacts you have shared with me. Your assistance has been invaluable to me during this process.

Again, thank you so much. I greatly appreciate your generosity.

Best Regards,

Your Name