Julia Adams  
823 Ash Ave.  
San Diego, CA 92101  
323-222-3512  
Julia.Adams@email.com

March 22, 2020

Jace Myers  
Director of IT  
Freedom Training Solutions  
9012 First Ave, Suite 101  
San Diego, CA 92101

Dear Mr. Myers,

As you know, tomorrow is my last day with Freedom Training Solutions, and I just wanted to express my gratitude for the support and leadership you have offered over the past two years.

My time with Freedom Training has been productive, enjoyable and one filled with tremendous personal growth. Under your guidance, I have been able to further develop my skills as a web developer and have gained in-depth knowledge of UX Design, something I knew almost nothing about when I began here. It would be a privilege to work for you again if the opportunity ever presents itself.

I wish you and the rest of the team continued success in your endeavors.

Best wishes,  
Julia