

121 West Jones Street
Apartment B
Savannah, GA 31401

2 August 2004

Salomon Hicks
Senior Designer
SMH Design
1214 Melbourne Avenue
Austin, TX 60577

Dear Mr. Hicks:

I was first introduced to your work in *American Contemporary Furniture* and then recently saw some of your collection at the International Contemporary Furniture Fair, June 2004. I think your use of common, everyday materials in your designs is efficient and innovative. It is seemingly a natural step, but one not taken by many. I am a furniture designer with a background in interior design and I would like an opportunity to work with your team.

My résumé highlights my experience and accomplishments, including:

- Three years of furniture design and construction training, utilizing a variety of materials,
- Excellent sketching, drafting, and rendering skills, and
- A thorough understanding of the roles and relationships between the user and his or her environment.

Enclosed with this letter are my résumé, four samples of my work, and a link to my online portfolio (www.ryandesigns.com). I will be in Austin later this month and would be pleased to show you my portfolio. I will call you next week to establish a mutually convenient date. I look forward to meeting you and discussing how I can be of service to your company.

Sincerely,

<signature>

Sarah Ryan