

**THANK YOU LETTER**  
Job Offer Acceptance

111 Main Court  
Worcester, CA 89101

June 7, 2003

Cheryl Lynne  
Vice President  
West Coast Choppers  
111 Story Road  
San Diego, CA 94829

Dear Ms. Lynne,

I am pleased to accept your offer, and I look forward to joining you and your staff next month.

The customer services position is ideally suited to my background and interests. I assure you I will give you my best effort in making this an effective position within your company.

It is my understanding that I will begin work on November 1st. If, in the meantime, I need to complete any paperwork or attend to any other matters, please contact me at 555-555-5555.

I enjoyed meeting with you and your staff and appreciated the professional manner in which my hiring was conducted.

Sincerely,

[signature]

Tom Cruz