



Star Financial Group



**550 CORNELL STREET
INDIANAPOLIS, IN 46202
(317) 555-0991**

March 29, 2016

Mr. Adam McGuire
717 Oakridge Avenue
Indianapolis, IN 46225

Dear Mr. McGuire,

This is to let you know that I have recently joined the professionals at the Star Financial Group. I am happy to be working with such a highly regarded company.

I would like to set up a meeting with you to discuss the type of services I can provide. This brief visit will not obligate you in any way, and it could result in an exchange of worthwhile ideas regarding your general financial strategy.

I plan to call you within the next few days to arrange an appointment at your convenience. Thank you for your consideration.

Sincerely,

Student Name



Star Financial Group



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March 29, 2016

Ms. Sandra Novak
5506 Douglas Street
Indianapolis, IN 46216

Dear Ms. Novak,

This is to let you know that I have recently joined the professionals at the Star Financial Group. I am happy to be working with such a highly regarded company.

I would like to set up a meeting with you to discuss the type of services I can provide. This brief visit will not obligate you in any way, and it could result in an exchange of worthwhile ideas regarding your general financial strategy.

I plan to call you within the next few days to arrange an appointment at your convenience. Thank you for your consideration.

Sincerely,

Student Name



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March 29, 2016

Mr. Michael Lombardi
1908 Cameron Road
Indianapolis, IN 46206

Dear Mr. Lombardi,

This is to let you know that I have recently joined the professionals at the Star Financial Group. I am happy to be working with such a highly regarded company.

I would like to set up a meeting with you to discuss the type of services I can provide. This brief visit will not obligate you in any way, and it could result in an exchange of worthwhile ideas regarding your general financial strategy.

I plan to call you within the next few days to arrange an appointment at your convenience. Thank you for your consideration.

Sincerely,

Student Name