

[Email Subject Line: Thank You]

Dear \_\_\_\_\_,

Thank you for the opportunity to interview for the Journalist II position at Archway Media. I appreciate the time that you and your colleagues dedicated to speaking with me about the role and listening to my qualifications.

After my visit and learning how many UGA alumni you have represented in your organization all the way in Seattle, I feel even more confident that I would be a great fit for your team. Please let me know if you have any additional questions. I look forward to hearing from you.

Sincerely,

[NAME]

[EMAIL]

[PHONE]