

Hxxxx Sxxxxx

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November 21, 20XX

Mr. Thomas Hxxxxx
Sony/Tree Publishing
115 Music Row
Nashville, TN 11551

Dear Mr. Hxxxxx:

Thank you for taking the time out of your busy schedule to speak with me yesterday in the Sony/Tree lobby and agreeing to meet with me this Saturday morning, November 23rd at 8:00 a.m. in your office. Also, thank you for providing me with information regarding the song plugger and songwriter positions that are presently open at Sony/Tree. As a songwriter, recent college graduate and music business consultant, I am very interested in both of these positions.

Some of my skills as a songwriter include writing hook-centric melodies, and writing for specific artists/bands or genres, which I did successfully as part of my coursework at Salisbury University (SU) in Salisbury, MD. Since I am from the Nashville, TN area originally, I have spent so much time there these past four years in between semester breaks from SU and any other times I could find available. I have been fortunate to network and establish relationships with many professionals in the music industry, such as a reputable entertainment attorney, music publishers, label representatives, staff writers and studio musicians. This network of professional contacts would prove invaluable as a staff songwriter or song plugger at Sony/Tree.

Two of my songs have been included in rotation on Christian Internet radio stations, and they are now being used in churches across the globe. A young woman in the country of Syria sent me an e-mail thanking me for one of the songs and what a difference it had made in her life and the lives of other people at her church. Other songs of mine have been used on various studio sessions, a CD compilation of the best studio projects of 20XX at SU, and one was selected as the overall Grand Prize winner in SU's Songwriter Awards. Sony/Tree Publishing's contacts span the globe and would enable me as a songwriter or song plugger to work not only in country music, but in other styles as well.

Please do not hesitate to contact me if you have any further questions or concerns prior to our meeting this Saturday. I can be reached via cell phone at (000) 000-0000. Thank you in advance for your time and consideration.

Sincerely,

Hxxxx Xxxxx