

James Smith

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RE: Pirate Den Proposal

Dear Pirates Den Committee:

Please accept this letter as my official request to be considered for contract for the Pirates Den. I have 12 years in the food industry and have worked at the following places: XYZ Catering, ABC restaurant, as well as many local fast food restaurants. I believe in having a clean and friendly atmosphere for your students, staff, and visitors.

I am the best choice for the position because of the diversity of my menu and my low prices. I propose to be open for breakfast and lunch, Monday through Friday 8:00 a.m. to 3:00 p.m., and to only be closed when the college is officially closed. I will have 2 employees on hand to help cook and take orders at the register.

I am also interested in catering for events at the college that can be ordered separate from the proposed menu. I specialize in cooking Italian, Mexican and Chinese food.

Please see my proposed menu attached. I am happy to answer any questions necessary and I look forward to working with you!

Sincerely,

James Smith