Dear Dr. Garcia:

I am writing you personally with a couple of purposes in mind. First to re-introduce myself to you, and secondly to furnish you with a brief background resume on myself.

Dr. Garcia, several years ago I had the pleasure of meeting you personally while I was an Air Force Recruiter supervisor stationed at Corpus Christi, Texas. However, I ralized that for a man in your position to remember everyone he meets only for a few moments maybe an impossibility. So at the outset, let me first introduce myself again to you. My name is Master Sergeant Francisco Vasquez and I'm presently on active duty stationed here at F. E. Warren AFB. Cheyenne, Wyoming. I am due to retire on the 31st of July 1980, although I will be departing this base around the 10th of June 1980 on terminal leave to go to Corpus Christi where I plan on becoming a permanent member of the community. However before I can make that a reality, I need an employment opportunity where I can use my acquired skills and be of benefit to the population, while at the same time earning a modest salary to provide for my family which includes my wife and children ranging in the ages of 6, 8, and 16 years.

I have talked to a great number of residents of Corpus Christi and most of them are cognizant of the fact that you are a dedicated civic leader who has initiated many endeavors towards the betterment of the population, in particular, programs to assist the many veterans of the community. It is with this knowledge that I address myself to you for your assistance and possible placement in one of the organizations in a management position. Sir, if such a possibility exist, please advise me and I will be more than glad to furnish you with a complete detail of my qualifications.

I am closing this letter with the hope to hear from you soon. Until then, my fond regards to you and your family.

Thanking you in advance and expecting your reply,

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