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**Shannon Durbin**

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21th October 2015

**Frank Chlarson**

Graphic Designer, FCGD  
74 Lincoln Green Lane  
Church Stoke, PA 19402

Dear Mr. Chlarson:

I am interested in job shadowing a graphic artist in hopes of gaining experience in logo designing. I am currently a junior in the CIBACS program at Edison High School, and I am exploring the possibility of being a logo designer for my future career choice.

I would be extremely grateful if you would allow me to observe you and your work so that I will eventually be able to produce logos of my own. As you know, the internship will consist of a minimum of ten hours and requires me to create an oral presentation showing the materials I have learned during this experience. Though I became intrigued in logo designing fairly recently, I admire the deeper meanings behind logos and realize how important they are to a company.

Taking a closer look at logos, I notice that the designs are comprised of much math. I am quite good at math, currently taking AP Calculus this year with prior completion of Geometry, Trigonometry, and Algebra (I and II). Logo designers, of course, must be creative. I often try my best to incorporate creativity into everything I do, and I have many fresh, new ideas. It also doesn't hurt that I have some artistic capabilities.

Thank you for taking the time to consider my request. I am sure that it would be worthwhile for us to meet. I will contact you within a week to arrange a meeting. Should you have any questions before that time, you may reach me via phone (714-555-5555) or email (shannondurbin@gmail.com).

Sincerely,

Shannon Durbin  
Edison High School CIBACS Student

Enclosure: Resume