

Rachel Salzman  
425 Monterey Lane  
Port Clinton, Ohio 43452

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July 12, 2009

Mr. Kevin Herman  
Principal  
Ottawa Hills Elementary  
3602 Indian Road  
Toledo, Ohio 43606

Dear Mr. Herman:

This letter is to inform you that I am withdrawing my application for the teaching position with Ottawa Hills Elementary School and am no longer available for employment.

I want to thank you for interviewing and considering me for the position. I enjoyed meeting you and learning about the innovative teaching strategies utilized at your school.

Thank you again for your time and consideration.

Sincerely,

Rachel Salzman