

JORDAN HIETT

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June 27, 2016

Ms. Jane Hurvis, Manager
Sales and Marketing Division
Colonial Properties, Ltd.
1700 Colonial Parkway
Williamsburg, VA 23186

Dear Ms. Hurvis:

Thank you for meeting with me to discuss the position of Commercial Leasing Agent with Colonial Properties. You have a fine organization and there are many aspects of the position which are very appealing to me. However, I have recently accepted another offer and would like to withdraw my candidacy with Colonial Properties.

Again, thank you for the consideration and courtesy extended to me during the interview process. It was a pleasure meeting you and your staff.

Sincerely,

Jordan Hiett