| Telephone Email |  |  |  |
| --- | --- | --- | --- |

DATE

Recipient Company Name

Recipient Address

Dear ,

I interested in attending a course in Python targeted directly at employees such as myself. The course specifically addresses gaps in my own professional skill set. The skills I'll obtain at this course will be immediately applicable in my day to day activities and will yield dividends in the workplace.

Specifically, I'll be able to automate and streamline many of my own activities, rather than offloading them onto the development team. Any scripts I produce in my day to day case load could be used by the developers as functional prototypes for robust software which would then benefit the entire team. At the very least, I'd have the skills to derive software requirements for use in our forensic lab and serve as an effective liaison between other examiners and developers.

The course is offered by Cipher Tech Solutions, Inc., a respected leader in the field of digital forensics and malware reverse engineering. They have a proven track record in the defense, intelligence, and law enforcement communities and are eager to share their expertise with the greater community.

The course will span three full days and the tuition is $2,400.00. I hope you'll agree with me that this education will prove to be a good investment in the productivity of our lab.

You can read more about Cipher Tech, the company offering the course here, and find the course details and registration at <https://www.ciphertechsolutions.com/classes/>.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
YOUR CONTACT BLOCK