Dear Mr. White,

It is with great interest that I’ve learned about the newly available position of road agent. As you are aware I’ve worked with most of the current bands in the studio for multiple albums, and I believe I have the rapport and know how to be a valuable asset to them during their tours.

I am writing to request further information about the position, what it specifically entails, and how I can go about applying.

I understand that the job might not yet be publicly advertised, but when a colleague mentioned it, I was intrigued right away.

I look forward to any information you can provide.

Regards,

Cedric Lee

Studio Assistant