

## **ACCEPTANCE LETTER**

135 Main Street, Apt. D  
Wahpeton, ND 58075  
Current Date

Mr. Stephen Moore  
Personnel Director  
NUCLEAR CHICAGO INCORPORATED  
2000 Nuclear Drive  
Des Plaines, IL 54023

Dear Mr. Moore:

This is to confirm receipt of your letter offering me a position at Nuclear Chicago at an annual salary of \$25,000. I am very pleased to accept this offer and I am proud to have been selected. It has been a real pleasure talking with you, and I will be waiting for further instructions to complete my employment procedure.

Sincerely,

Paul M. Johnson

---

## **NON-ACCEPTANCE LETTER**

354 Oceanfront Boulevard  
Wahpeton, ND 58075  
Current Date

Mr. Matthew Roberts  
Director of Personnel  
LANGLEY BROTHERS INCORPORATED  
843 Nellie Way  
Rochester, NY 34564

Dear Mr. Roberts:

Thank you for the offer in the field of electronics at Langley Brothers Incorporated. I recently accepted a position in the Fargo area with a firm which best suited my needs at this time. I would like to take this opportunity to thank you for your time and consideration. I most certainly appreciate it.

Sincerely,

Alfred B. Smith