

**1 WEEK AFTER APP. IS TURNED IN CALL & SAY:
HELLO MY NAME IS**

**I TURNED AN APPLICATION IN ON
_____. COULD YOU PLEASE TELL
ME WHAT THE STATUS OF MY
APPLICATION IS?**

IF THEY HAVEN'T DECIDED YET:

**I AM VERY INTERESTED IN WORKING
FOR YOUR COMPANY. CAN YOU,
PLEASE, TELL ME WHEN A DECISION
WILL BE MADE?**

THEY'VE ALREADY HIRED:

**HOW LONG DO YOU KEEP THE
APPLICATIONS? I WOULD BE
INTERESTED IN ANY FUTURE POSITIONS.**

**THANK YOU VERY
MUCH _____**

**WRITE THE PERSONS NAME & PHONE # DOWN WITH THE
DATE.**