**A Formal Thank You Note**

Subject Line: Appreciate your time and advice, Mr./Ms. **[Interviewer’s Last Name]**

Dear Mr./Ms. **[Interviewer’s Last Name]**,

I want to take a moment to thank you for taking the time to talk to me about the position of **[the position you are applying for]** with**[Company Name]** yesterday. It was truly inspiring to have such a meaningful conversation with someone who shares my approach to **[the type of business activities you discussed]** and to learn about your industry insights.

The information you shared about your future projects convinced me that this job is a perfect fit for my professional and personal interests and one where I could make a valuable contribution. I particularly enjoyed learning about **[specific information about the job the interviewer shared with you]** since **[the reason you found it interesting]**.

I was also thinking about what you said on**[the upcoming challenge your interviewers mentioned]**. In my current/previous role as **[your current position]** I found that **[a quick explanation of how you tackled a similar problem]**.

Finally, please find attached the details of some of my projects we discussed and an exact documentation of their business impact.

Should you need any additional information from me that could assist with the decision-making process, feel free to contact me. I look forward to our call next week as discussed.

Thank you once again.

Best regards,

**[Your sign-off]**