

# THE UNIVERSITY OF CHICAGO

PHILIP W. ANDERSON, Professor

Department of Physics, 5212 South Ellis Avenue, Chicago, IL 60637

Dear Mr. Anderson:

I am pleased to hear that you are interested in the position of Professor of Physics at the University of Chicago. I am sure that your research in the field of condensed matter physics will be a valuable addition to our department.

The University of Chicago is a leading institution in the field of physics, and we are looking for outstanding individuals to join our faculty. Your background and achievements are impressive, and we believe you will make a significant contribution to our research program.

We would like to discuss the details of the position with you. Please contact me at your earliest convenience to schedule a meeting. I can be reached at (773) 707-7331 or by email at [anderson@uchicago.edu](mailto:anderson@uchicago.edu).

I look forward to hearing from you soon. If you have any questions, please do not hesitate to ask.

Sincerely,  
John Doe, Director of the Department of Physics

Enclosed are copies of the job description and the University of Chicago's policies regarding non-discrimination and equal opportunity.

Thank you for your interest in the position. We hope to hear from you soon.

Very truly yours,  
John Doe

cc: [hr@uchicago.edu](mailto:hr@uchicago.edu), [anderson@uchicago.edu](mailto:anderson@uchicago.edu)

John Doe  
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ACKNOWLEDGMENT OF RECEIPT

OF NOTICE OF MEETING

2011

I, the undersigned, hereby acknowledge the receipt of the above notice of meeting of the Board of Directors of the Corporation, and I am aware of the contents thereof.

*[Signature]*  
\_\_\_\_\_  
Date: \_\_\_\_\_



WALTER S. JOHNSON - President

*[Signature]*  
\_\_\_\_\_  
Date: \_\_\_\_\_

Walter S. Johnson





