

Raj Patel
248 North Gamma Avenue,
Burnaby, BC V5C1X9

4th February 2019

David Jones
Instructor, School of Business
Capilano University
2055 Purcell Way,
North Vancouver, BC V7J 3H5

Re: Guidance for Starting a Small Business

Dear Mr. Jones,

I am currently a business student at Capilano University. I come from a business background, and I have a keen interest to know about the businesses in Vancouver. I want to know about the business scenario and new opportunities; to get into this field, proper information and networking has a key role. I searched the Capilano university website for the faculty guidance, and I found your contact; being the instructor of small business studies, your guidance and advice would be of utmost importance.

To clarify, I am expecting to get some detailed information on ways to search and screen the business opportunities in Vancouver. Additionally, I also want to have some basic knowledge regarding Canadian business culture.

Would it be possible if you could spare some minutes from your schedule for a meeting? I have some interesting questions which enquire about the business environment around Vancouver. I am hoping to hear your inputs, and I will treasure any advice that you give me. Feel free to contact me anytime, my contact number is 604-716-8947, and you can leave a mail at rsp.text@gmail.com. We can talk over lunch which will be my treat, and I will greatly appreciate any insight that you could share with me.

Sincerely,

Raj

Raj Patel