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# Example of Box Office Cover Letter

71515 Merlyn Turnpike  
West Treena, KY 00785

**Dear Skyler DuBuque,**

I submit this application to express my sincere interest in the box office position.

Previously, I was responsible for any further assistance as required under the direction of the Box Office Management Team.

Please consider my qualifications and experience:

* Paciolan ticketing system experience preferred
* Operate computerized ticketing system
* Operate event booking/scheduling software
* Operate a personal computer using Windows, Office and other standard office equipment
* Previous experience working in a public event venue or in a customer service role preferred
* Previous Box Office/Sales experience preferred
* Retail/Money Handling experience preferred
* Experience to appropriately work with and around confidential information

**Thank you in advance for taking the time to read my cover letter and to review my resume.**

Sincerely,

Denver Schuppe