

```

```vba
Sub CreateCoverLetter()
 Dim ws As Worksheet
 Set ws = ThisWorkbook.Sheets(1)
 ' Set up the letter format
 With ws
 .Cells.Clear

 ' Sender Information
 .Range("A1").Value = "Your Name"
 .Range("A2").Value = "Your Address"
 .Range("A3").Value = "City, State, Zip"
 .Range("A4").Value = "Email Address"
 .Range("A5").Value = "Phone Number"
 .Range("A7").Value = Date

 ' Recipient Information
 .Range("A9").Value = "Recipient's Name"
 .Range("A10").Value = "Company Name"
 .Range("A11").Value = "Company Address"
 .Range("A12").Value = "City, State, Zip"

 ' Salutation
 .Range("A14").Value = "Dear [Recipient's Name],"

 ' Body of the letter
 .Range("A16").Value = "I am writing to express my interest in the [Job
Title] position at [Company Name]."

 .Range("A17").Value = "I believe that my skills and experiences align
well with the requirements of this role."

 .Range("A18").Value = "I look forward to the opportunity to discuss my
qualifications further."

 ' Closing
 .Range("A20").Value = "Sincerely,"
 .Range("A21").Value = "Your Name"

 ' Formatting
 .Columns("A:A").AutoFit
 End With
End Sub
```

```