Imogen Hartley

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16 October 2026

Ms Clara Whitcombe
Design Director
Harlow & Pike Studio
3 Calvert Yard
London EC2A 9QZ

Dear Ms Whitcombe

Application for Senior Interior Designer

I am applying for the Senior Interior Designer post at Harlow & Pike Studio. I have six years in residential and hospitality interiors at Saltmarsh Interiors in Brighton, where I now run about ten projects a year from brief to handover.

In 2025 I redesigned the 24 bedrooms of a seafront hotel. I agreed the brief with the owners, priced three schemes, drew the layouts in AutoCAD and the visuals in SketchUp, and ran site meetings with the contractor every fortnight. The rooms reopened on budget after 11 weeks.

Your hotel and restaurant work is the part of my job I enjoy most, and I would like to do more of it on larger schemes. I would also bring a list of about 40 suppliers of furniture, fabrics and lighting, many of them makers in the south of England.

My CV is attached and my portfolio is at the address above. I would be glad to take you through two or three of the projects. Thank you for considering my application.

Yours sincerely

Imogen Hartley