



August 8, 2006

Dear Hiring Manager,

The purpose of this letter is to recommend Carrie Jacobs for the position she is interviewing for. I hired Carrie to cater a lunch for me 6 years ago and I have been working with her since that day.

Carrie has several qualities which I admire. She is passionate about her work, has integrity, she is one of the most creative people I know, she is energetic and genuine. She is by far my favorite among the caterers and restaurants I have worked with. Carrie makes me look good and I love that. There is nothing like having doctors and staff walk into their lunch room and comment on the beautiful presentation and what a treat the food is. I can always depend on her to take care of my customers down to the smallest details like bringing to go boxes for people to take home extras. She incorporates suggestions if it makes good business sense and I appreciate her flexibility and willingness to try new things.

I can not recommend Carrie more highly. It has been a pleasure doing business with her. The qualities and skills she possesses will make her successful at whatever she pursues. Please feel free to contact me if I can be of further assistance.

Sincerely,

A handwritten signature in cursive script, appearing to read "Shari Heatherly".

Shari Heatherly
Pharmaceutical Sales Specialist
Novartis Pharmaceuticals