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December 9, 2010

Mr. James Clark, President
JLS Mailing Services
672 Crescent Street
Brockton, MA 02302

Dear Mr. Clark:

At this time of year, I'm often reminded how thankful I am for things sometimes taken for granted. So today I am writing to tell you how grateful I am to have the privilege of working with Michelle York of your staff.

In this business, it is imperative to meet deadlines. Michelle always goes the extra mile to meet our deadlines, even if they require extra attention and pressure on the production staff. Her attention to detail, ability to juggle multiple projects, and personable, accommodating attitude always leaves me knowing that each job will be completed to our high standards.

Last minute calls are always treated with the same professionalism and courtesy, leaving me with no worries that our jobs will be completed in a timely and professional manner. Michelle has provided me with her cell phone number and several times during the rush of the campaign season she was gracious and helpful when I needed to call her after business hours.

It is important to have employees who represent your company in the best possible manner. I speak for all of my employees when I say that Michelle York does just that for JLS.

Michelle York was instrumental in our selection of JLS as one of our preferred vendors. I thought it was important for you to know what a great asset she is for your company.

Sincerely,

A handwritten signature in blue ink that reads 'Stephen C. Meyers'. The signature is fluid and cursive.

Stephen C. Meyers
President

cc: Ron Parkinson