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October 14, 2008

To Whom It May Concern:

As Managing Partner at Main Advantage Technology Services, I am pleased to recommend to you my business associate Tina Dortch. I have worked closely with Tina in her capacity as Vice President at Madison Grace Construction Services for three years and I am very impressed with her work.

In the three decades I have worked with administrators and executives in the building and development industry, I have met few persons of Tina's caliber. Tina stands out for her professionalism, keen attention to detail, and exceptional organizational skills. Her written and interpersonal communication skills are excellent, dealing effectively with clients, vendors, and personnel alike.

Tina possesses an innate ability to grasp new tasks immediately, and she effectively uses the resources available to her to resolve difficult issues in a timely manner. Her position also required a great deal of public relations that was handled with the utmost diplomacy. Because of her self-motivation, she was able to organize and set up projects and see them through to completion.

Tina is completely trustworthy and reliable and I have no reservations in giving her the highest level of recommendation as a potential employee.

If you should desire to discuss Tina's qualifications further, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Scott Barclay', is written over a horizontal line. The signature is fluid and cursive.

Scott Barclay
Managing Partner

RSB/scb