

October 2, 2012

To Whom It May Concern:

Charity Prater-Dunning has been employed at Babener & Associates for the past seven years. She is currently the Administrative Services Manager. Charity has the critical responsibility, among numerous other administrative duties, of first contact with potential new clients. She has a superb understanding of people, her manner is professional and her follow-up is outstanding.

While Charity performs her administrative responsibilities with a high level of quality, her willingness to engage in duties outside the scope of her job has proved invaluable to our firm. As well as doing an outstanding job researching and writing extensive articles and company profiles for our legal website, which she built and maintains, she designed, manages and writes material for both our company marketing blogs and iTunes application.

Furthermore, Charity has successfully run our heavily attended direct sales marketing conferences in Las Vegas on several occasions; a voluminous undertaking.

Charity's tenure with Babener & Associates has been very beneficial for us, and I'm sure she would lend this same full-scale effort at any company for which she becomes employed.

Sincerely,

A handwritten signature in black ink, enclosed in a hand-drawn oval. The signature is stylized and appears to read "Vivica Elliott".

Vivica Elliott  
Office Manager  
Babener & Associates