

November 30, 2006

The Roofing Industry Alliance for Progress
10255 W. Higgins Rd.
Suite 600
Rosemont, IL 60018-5607

Re: John Doe

Gentlemen,

It is an honor to write a letter telling you why John Doe is a Most Valuable Player! Why? Because he is! I think everyone in our company would agree also.

There is a saying around here that he and his crew operate like a well-oiled machine. This is so true and is so because John is so organized and is a great communicator with his crew and our customers. His jobs are always very neat and organized.

John is not only concerned with installing a quality roof, he pays particular attention to safety as well. John is a very safety-conscious individual looking out for not only his co-workers, but also for the safety concerns of the customers.

John's crew has been together for years. John has done an exceptional job in retaining his crew members, training others, and working with them as a team. That is part of the reason why we have so many roofers who have been with us for years.

Please consider John for the MVP award. He is a very deserving person who is a real asset to our industry!

Most respectfully,

Acme Roofing

Kyle Brown
Estimator/Project Manager