

13373 Autumn Chase Court  
Richmond, Virginia 23233  
October 13, 2005

George Georgiev  
8506 Aldeburgh Drive  
Richmond, Virginia 23294

George,

Thank you for an excellent job. Your quote was competitive and complete. Just as important, your professionalism stands side by side with the high quality of your work. You presented a detailed quote, you completed the work in a timely manner, and you were always available to answer any questions or concerns.

I highly recommend you and your company. Please use me as a reference if you desire.

Sincerely,

  
Jim Hales