Chris Wellington  
Kitchen Supervisor, Burgerville  
500 Main Street  
Salt Lake City, UT, 84101

April 30, 2017

Dear Mr. Wellington

Tracy Caldwell and his family moved into our neighborhood 7 years ago and our families have been close ever since. Tracy, the eldest son, is a considerate and thoughtful person and we enjoy his company whenever he comes over to our house.

Tracy has always been a well-spoken and mature boy when he comes over to visit. He offers to lend a hand when we’re making dinner and asks if he can help with the dishes after a meal.

Although I don’t see Tracy’s school work first hand, my daughter tells me he is one of the brightest and most attentive students in their grade. This comes as no surprise. He has done various chores around our place, as well as his own, including mowing lawns, raking leaves, and a bit of gardening. He works efficiently and is quick and eager to learn new skills.

I think Tracy would prove to be a very capable member of your staff. You can contact me with any other questions you might have concerning Tracy’s suitability to your establishment.

Regards,

Graham Beasley

(505) 778-7988