To Whom It May Concern:

I would like to recommend Karen Beausoleil for your MBA program. Karen has served as the Accountant and Senior Finance Manager at Pro Forma Productions since I started the company four years ago. In that time, the business has gone from a small local startup to a fully-fledged company with offices in three major cities.

When I started Pro Forma as a production company to work with local television, music video, and film productions in the Long Beach area, Karen was introduced to me by a mutual friend to handle our finances. At that time, she had just completed her accounting degree and being put in charge of managing the finances for new company was a daunting task. Karen quickly ironed out a financial plan, set up all of our business accounts, and worked closely with the rest of the team in order to ensure that we were setting reasonable financial objectives.

The success of our company can only be put on the fact that we were clearly fulfilling a demand and, in no small part thanks to Karen, had an infrastructure put in place to accommodate rapid growth. As the company grew, Karen’s role switched from hands-on involvement to taken on more administrative responsibilities, ultimately becoming our Senior Finance Manager. Our company handles all aspects of production from financing through to promotion, and Karen is the person responsible for setting up our network of producers and accountants who make all of this work possible.

Karen Beausoleil is not only incredibly qualified and adept in finance management, she is also a bright and charming person who is a joy to work with. While she will be sorely missed from our company, I completely support her decision to move on to new horizons. Pro Forma has greatly benefited from her intelligence, organization, and drive as I’m sure your program will.

If you have would like any more information regarding Ms. Beausoleil’s application, please do not hesitate to contact me at : ebryant@proformaprod.net.

Sincerely,

Edith Bryant