

August 31, 2017

To Whom It May Concern,

Please accept this letter as my endorsement of Michelle Valentine for consideration as an employee at your company. Until my recent departure from Newmark Knight Frank, I have been Michelle's supervisor for the past several months. I found her to be consistently pleasant, tackling all assignments with dedication and a great attitude.

Besides her go-to attitude, Michelle is a great team member and communicator. Michelle joined an established group of marketing professionals whom have been working together for the past several years. She easily adapts to the culture of a department and is proactive at asking questions to ensure branding and communication guidelines are adhered to. During the summer, Newmark Knight Frank went through a rebranding and Michelle spearheaded the efforts for the Chicago office to convert all existing flyers and eblasts to the new branding guidelines. Her quick turnaround of these materials was critical in the marketing efforts of our properties throughout the summer months.

Though she was an asset to our rebranding efforts, Michelle also is proactive in the creation and design of flyers and eblasts for new property listings. She brings a creative plan to each kick-off meeting with the listing broker to provide guidance on how to effectively market the property. Michelle is diligent about meeting deadlines and respecting the client's creative ideas in addition to the broker's ideas. She views constructive criticism as a learning tool in her own creativity and tries to incorporate construction suggestions in future projects. She has one of the best attitudes in the Chicago office.

I highly recommend Michelle for employment. She is a team player and would make a great asset to any organization.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Christina Jensen', with a stylized, flowing script.

Christina Jensen
Marketing & Communications Director
Zeller Realty Group