

November 10, 2005

To whom it may concern:

I am pleased to write this letter of recommendation for Kira Knight. Kira worked at Optimum Mortgage Services, Inc., for two years. She was our Office Manager and handled everything from Human Resources to the computer systems. Kira continued to impress me in how she excelled at every task, no matter how diverse. She was always willing to take on anything, including learning to program our phone system.

During Kira's service with us I depended on her. Goal oriented and a team player, Kira was always efficient and easygoing—dedicated to her work and the job at hand. Kira understood what business is all about. She was well organized, ever-aware of the bottom line, and had a knack for recognizing and eliminating waste.

I would like to be very clear about why Kira is no longer with us. Kira is available only because of the cost cutting occurring here. We hated to lose her, but it was unavoidable.

In closing, let me say I have no hesitation in recommending Kira Knight for any position pertaining to office administration. I feel confident she would be an asset to your business.

Sincerely,



Candace Birle
Compliance Manager
Optimum Mortgage Services, Inc.

RMS

RELIANCE MANAGEMENT SERVICES, INC.

12633 Challenger Parkway

Suite 270

Orlando, FL 32826

Tel: (407) 926-1720 Fax: (407) 926-1730

November 8, 2002

Subject: Letter of Recommendation for Ms. Kira Knight


To Whom It May Concern:

Kira worked under my supervision as an Information Technologies Assistant from October 22, 2001 to November 22, 2002. During that time her responsibilities were very diverse, and included learning and supporting property management software, researching Internet Service Providers for our apartment communities, creating and maintaining our company Intranet, helping with the conversion to a new server, assisting with the conversion to a new property management software, and various other support duties involving software applications used by our organization.

I was very impressed with Kira's ability to take a task and expand on it. For instance, we needed a way to share information amongst our properties and corporate office employees. Instead of just settling for e-mail attachments, Kira created our company Intranet. She has also saved us time and money with suggestions for instant messaging, and with her research of the best and most cost effective ISP connections for our apartment communities. While these accomplishments are impressive, Kira's assistance with the conversions to our new server and property management software has been invaluable. She possesses a high aptitude for grasping the theory and the functionality of software applications and because of this was able to handle many of the daily support calls.

Kira has been an excellent assistant who needed little or no supervision and because of this, I have been able to concentrate on the duties that my job entails. I am very sorry to have to eliminate her job position, and want to stress that this was in no way tied to her performance. Kira is a superior employee and I would highly recommend that you consider her for a position with your organization. If you would like to discuss her attributes in more detail, please don't hesitate to contact me.

Sincerely,



Diane Kolde

Manager, Information Technologies

Ext. 208, dianek@reliancemanagement.com

March 1, 2001

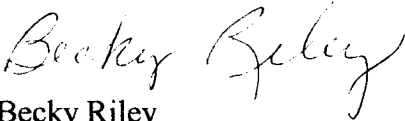
To whom it may concern

Kira Knight was an employee of mine for over three years while she worked for AT&T Universal Card. She has always performed in excess of our standards for quality and productivity. She was flexible and helpful to our customers, her peers and the management team.

Kira was self-directed in her pursuit of professional development and skills. She continued to expand her knowledge and capabilities. She has trained and coached other employees and has always been an asset to the business.

If I can be of further assistance, please feel free to contact me. My daytime number is (904-954-8261.) My home number is (904-733-3167.)

Sincerely,



Becky Riley