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Date: Sun, 01 Aug 1999 18:44:14 -0600
Organization: @Home Network Member
X-Mailer: Mozilla 4.05 [en]C-AtHome0404 (Win95; U)
To: sam@advantagetech.com
Subject: Draft Letter of Reference

Mr. Travis, please feel free to touch up any grammar or recommend any further content etc, then I can resend on E-mail or print, sign and send in the mail.

Letter of reference for Mr. Sam Travis
August 1, 1999

Mr. Travis is my outplacement coach. I am a Manager with TransCanada Pipelines and began working with Sam earlier this year. He made it clear to me right away that he would continue to work with me beyond the standard six month period if required - I appreciate that. Mr. Travis is very efficient in the use of his time and resources and makes every effort to be available as required. Sam has a well seasoned system of interview preparation and training including pre-requisite career direction and resume preparation exercises. Sam is liberal in sharing the people network he has in order to help his clients. I have found Mr. Travis to be very helpful in my job search and am sure he will make a significant contribution to any future endeavors he undertakes.

Sincerely,

Roy Tutschek, B.Comm., CMA

*Roy D. Tutschek, B.Comm., CCMA
formerly Process Re-engineer and Resource Leader
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