

To: Interested Parties
From: Tom Pilkington
Re: Clayton Murphy

Dear Sir or Madame,

My name is Tom Pilkington, former COO & Director of Operations for Choice Botanicals and owner of MitraExtracts & Smoke Shield. Over the last two years, I've had the good fortune of working alongside Clayton Murphy. As our lead graphic designer and manager of the marketing team, Clayton has demonstrated not only his excellence in design, branding, and marketing, but also a talent for team management and positive interpersonal relationships. It would be impossible to reduce my thoughts about Clayton to one typed page, but I will point out a couple highlights. Please consider this a formal recommendation from me on Clayton's behalf.

Recently, Clayton informed me that he may be interested in expanding his horizons or possibly pursuing education or a career outside of design. While this would certainly be a loss for my companies, I am personally and professionally obligated to give my honest opinion of him here or anywhere else.

Of particular note is Clayton's attention to detail and ability to complete projects or tasks on time, every time. Clayton somehow manages a diverse and challenging list of projects and also has the critical ability to delegate when and where necessary. These skills are not limited to the design world. In fact, I have little doubt that Clayton would make an exceptional student, teacher, doctor, engineer or marine biologist. Clayton's curiosity, combined with his analytical skills, enable him to see and do things differently (and better) than the rest of us.

If you are in receipt of this letter, Clayton must be pursuing other opportunities. While I will be very sad to see him go, I am excited to see what his future holds and hope to remain in touch in the years and decades to come. No matter what Clayton chooses to do, he will be an asset to any colleagues, company, or university.

I am available to discuss the contents of this letter or Clayton's character any time. My information is below, and I hope his next home will make him as happy as he's made ours.

Warm regards,

Tom Pilkington
Owner, MitraExtracts & Smoke Shield
tomdpilkington@yahoo.com
702.580.2882