78 Lockwood Lane, Beachcombe, FL 33115 \* Phone: (983) 555-5422 \* Email: [ltympani@auni.edu](mailto:ltympani@auni.edu)

October 1, 2014

Ms. Sesha Adani

Harpville Publishing

251 Chestnut Street

Harpville, KY 42194

Dear Ms. Adani:

I would like to take this opportunity to recommend Mr. Harper Adele to your editorial team. He has been a student in many of my classes throughout his graduate studies. He has an outstanding aptitude for the English language and its structure. Although creative writing is his specialty, he also is quite talented in poetry and technical writing. The table below lists honors he received through our department.

|  |  |  |
| --- | --- | --- |
| Honors |  |  |
| **Name** | **Date** | **Type** |
| Young Writer’s Award | Spring 2014 | Creative Writing |
| The Poet’s Heart Award | Spring 2014 | Poetry |
| English Scholarship | Fall 2013 | Essay and Work of Fiction |

Mr. Adele’s work ethic is astounding. He is passionate with his work and does not procrastinate. In addition to his outstanding academic credentials, Mr. Adele is a genuine person with many respectable qualities. He is kind, caring, and truthful. He is patient, responsible, and punctual.

Mr. Adele also is involved in the community. I am familiar with his many contributions to these groups:

* Writers of the 21st Century Club
* The Debate Team
* Photography Club
* Grammar Fanatics Club
* Tutor for the English Department

I highly recommend Mr. Adele and am confident he will be an asset to your organization.

Sincerely,

Leona Tympani

English Department Chair and Professor