

Sarah Mitchell

(415) 555-2468 

Owner, The Greenhouse Café

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To Whom It May Concern,

I am happy to provide a reference for Olivia Grant, who has been a loyal customer and a key collaborator in our community outreach events at The Greenhouse Café for the past two years.

Olivia frequently partners with us for community engagement events, including our annual charity fundraisers and local wellness workshops. Her commitment to the café's mission and her positive energy have made her a fantastic advocate for our business.

Olivia often takes the initiative to organize and promote these events, working closely with our staff to ensure that everything runs smoothly. Her organizational skills, attention to detail, and ability to engage the local community have been instrumental in making our events successful.

In addition to her event planning skills, Olivia is highly professional and dependable. She consistently meets deadlines, communicates effectively with both our team and customers, and handles unexpected challenges with a calm, solution-oriented approach.

Olivia's ability to foster positive relationships with others, both within our team and in the broader community, is one of her strongest assets. She interacts with customers and team members with respect and kindness, creating a welcoming and inclusive atmosphere. Her passion for community-building and her strong interpersonal skills make her a pleasure to work with.

Please feel free to contact me at sarah.mitchell@greenhousecafe.com or (415) 555-2468 if you would like further information. I am confident Olivia will continue to excel in any setting.

Sincerely,

Sarah Mitchell

Owner, The Greenhouse Café