



ACTION RENTALS
914 Trans Canada Hwy, P.O. Box 868
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Tel.: 250-836-3800
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To whom it may concern,

We hired Donna Mounce over 10 years ago when she was still just freelancing. When she started her own business 2 years ago we were her first client.

She has assisted us with our month end statements, our inventory, our bookkeeping and whatever else we have needed. She has even assisted us at the front desk with customers on occasion.

We have found her to be reliable, honest, hardworking and a quick learner. She is also flexible with the hours that she is able to work if any time sensitive work comes up.

She is knowledgeable in a wide variety of office and computer skills.

I would not hesitate to recommend anyone hiring her to do their bookkeeping or whatever job is required.

Sincerely

Kevin Fleming,
Action Rentals/Napa Auto Parts
250-836-3800

A handwritten signature in blue ink that reads "Kevin Fleming".