



January 4, 2010

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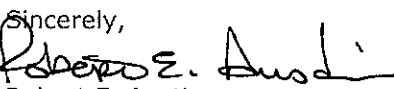
RE: Ginger Browning

To Whom It May Concern:

I highly recommend Ginger Browning as a candidate for employment. Ginger was employed by Barclay Group as an Executive/Personal Assistant to our Managing Director, Scott Archer, from January 2008 – November 2009. Ginger was responsible for all office travel, office lunches, catering, meeting lunches, office vacation calendar, coordinated and managed deadlines with all upper management and gathered and sent all required business partner reports, managed the Broker's license for the Barclay Group and managed all licensees representing the Barclay Group to stay within state compliance.

Ginger has excellent communication skills. In addition, she is extremely organized, reliable and computer literate. Ginger can work independently and reliably and is able to follow through to ensure that all jobs get done without supervision. She is flexible and willing to work on any project that is assigned to her. Ginger was always quick to volunteer to assist in other areas of company operations, as well.

Ginger would be a tremendous asset for your company and has my highest recommendation. If you have any further questions with regard to her background or qualifications, please do not hesitate to call me.

Sincerely,  
  
Robert E. Austin  
Sr. VP  
Barclay Group

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