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April 20, 1977

To whom it may concern:

RE: CHERYL CARROLL

I have known Cheryl Carroll for three years, during which time she worked in our public relations department functioning as the Assistant to the Director of Public Relations.

In this capacity she was responsible for our in-house publication, which she had to write, edit, and arrange for publishing. Besides this, she prepared the theatre program notes, actors' biographies, and directors' comments that went into the programs for each production. She was also responsible for publishing a newsletter to subscribers. Because Cheryl was able to develop a close relationship with other members of the staff and with the volunteers and actors that make up this theatrical organization, she was most effective in collecting all the material needed to make successful publications.

Ms. Carroll is endowed with a pleasant, happy disposition, and we considered her to be a loyal and faithful employee. I believe she has creative talent as a writer, and she shows a great deal of organizational ability as shown by the many and varied projects that she accomplished for us.

Sincerely.

Producing Director

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