

June 13, 2024

Re: Recommendation for Vanessa Donadio

To Whom It May Concern:

It is my honor to recommend Vanessa Donadio as a candidate for a position with your firm. I had the pleasure to know and work with Vanessa for ten years at my prior law firm. Vanessa's superb characteristics, ethics, rapport with staff and intelligence make it easy for me to give her an unqualified endorsement for any position you have in mind for her.

Vanessa brings to all of her activities energy, enthusiasm, and commitment. This is to be expected for any successful member of a law firm, and in this regard, Vanessa fit in well as our office manager. Whether it is reviewing intricate financial calculations for insurance agreements, the crafting of employment documents, solving complex issues relating to a variety of difficult issues or her interpersonal skills when working with staff, Vanessa consistently delivered high-quality work for our firm. This speaks to her overall intellect and ability to learn, attributes that will serve her well in any job setting. Her ability to connect with our clients and staff and her talent at understanding difficult concepts, as well as more advanced topics, are truly superior. She has excellent written and verbal communication skills and is extremely organized and reliable.

Vanessa established herself as a go-to person in my prior firm. She was ever willing to work with staff and to share her knowledge and expertise. She has a deep-rooted spirit of helpfulness, which coupled with her quick grasp of subject matters, speaks well to her potential success in any job.

Vanessa Donadio was a valued member of my prior firm whom I learned I could rely on, regardless of the difficulty of the task or the novelty of the challenge. Her combination of intelligence, commitment, perseverance, creativity, and compassionate character will certainly make her a valuable member of any office. I highly encourage you to look favorably upon her application. Vanessa would be a tremendous asset and I recommend her to you without reservation. If you have any further questions with regard to her background or qualifications, please do not hesitate to contact me.

Yours truly,



Adam R. Seligman
Shareholder

GRAYROBINSON

Dane E. Leitner | Dane.Leitner@gray-robinson.com | D 561.268.5740
Northbridge Centre, 515 North Flagler Drive, Suite 650, West Palm Beach, Florida 33401 | T 561.268.5727 | F 561.268.5745

February 22, 2024

Re: Letter of Recommendation

To Whom It May Concern:

This is a letter of recommendation for Vanessa Donadio. I had the pleasure of working with Vanessa for over eight years at a prior law firm and was also her indirect boss as an equity partner for a few years as well. I saw Vanessa grow from an assistant to the office manager to becoming the firm's office manager. Vanessa was and is a great employee who is a hard worker, detail oriented, and overall team player. But, best of all, Vanessa has an amazing personality, she is honest, and extremely loyal. Vanessa truly cares for her staff and the business that she helps operate. Vanessa would be a tremendous value add for your organization. If you would like to further discuss I'd be happy to speak with you, my contact information is above.

Regards,

Dane E. Leitner

Dane E. Leitner



1401 NW 136th Avenue, Suite 200
Sunrise, FL 33323
T 954.492.4010 | F 954.492.1144

February 22, 2024

Letter of Recommendation for Vanessa Donadio

To Whom It May Concern:

I am delighted to write this letter for Vanessa Donadio. I was Vanessa's immediate supervisor from 2014 to 2018, during which time I was the Firm Administrator at the law firm of Ward Damon, and Vanessa was my Administrative Assistant. While I have not worked with Vanessa since 2018, I understand that she received a well-deserved promotion to Firm Administrator at Ward Damon, and I can confidently attest to her outstanding character and work ethic.

Vanessa takes pride in delivering the highest quality work product. She is an extremely dedicated and loyal employee who takes her responsibilities seriously. Regardless of the task—from maintaining the attorneys' licensure and insurance, to re-stocking break room supplies, and everything in between—Vanessa consistently carried out her work in a professional and respectful manner.

It was an absolute pleasure to work with Vanessa. Obviously, I highly recommend her.

If you have any questions, feel free to contact me directly at 954-332-1755.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jill Liberto', written over a horizontal dashed line.

Jill Liberto
Firm Administrator

03/25/2024

To Whom it May Concern,

I am writing to recommend Vanessa Donadio for a position in your firm.

I have known Vanessa Donadio for 2 years as a colleague at Ward Damon, P.L. and have nothing but positive things to say. There is no doubt in my mind that Vanessa will be an excellent addition to your team.

I have always known Vanessa Donadio to be of sound character, being compassionate, conscientious, creative, disciplined, honest, optimistic, patient, and having a great sense of ambition. Over the course of 2 years I have witnessed tremendous growth in Vanessa's adaptability, communication, leadership, organization, self-management, teamwork, and problem solving. I am certain these cultivated skills will allow Vanessa to excel.

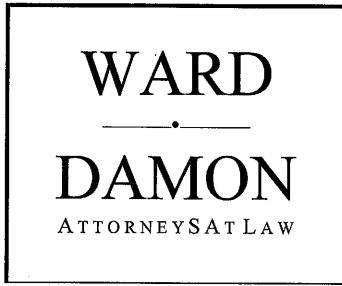
Please do not hesitate on contacting me at 561-400-3896 or Wallacelaw1@me.com if you have any further questions or requests.

Regards,

Steven E. Wallace

Steven E. Wallace

Attorney



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WEST PALM BEACH, FL 33407
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I. Jeffrey Pheterson, Esquire
jpheterson@warddamon.com

June 27, 2024

RE: Letter of Reference – Vanessa Donadio

To whom it may concern:

This is a letter of reference for Vanessa Donadio. Vanessa was employed by Ward Damon for approximately ten years, first in our accounting office as an Accounting Administrative Assistant, then she was promoted to Assistant Firm Administrator, and since 2021 she has been our Firm Administrator. I recommend her wholeheartedly for employment in a law firm or other office setting as an office manager or in an accounting or finance position.

In May 2023, I became Of Counsel with Ward Damon, stepping back from a full-time practice, but I continue to be involved actively in the law firm with my clients. Prior to that I was an equity partner and a Managing Partner of the firm.

Vanessa is a loyal and dedicated manager, and she has been invaluable through these last few difficult years in our firm. Notably, she managed the firm through the pandemic, which was very challenging, as we were considered an essential operation, and actively provided in-office services, and substantial remote operations as well. Our legal practice remained busy throughout, and she dealt with the many HR issues that arose, with guidance from our labor counsel and in-house CFO. We also have a busy title company, the employees of which are integrated into our law firm.

Vanessa has been involved in our recruiting efforts (professionals and clericals), hiring, onboarding and, when necessary, termination processes. She assists with employee benefits, IT/computer issues and oversees aspects of our financial operations.

Vanessa gets along well with the lawyers, co-workers and with clients, many of whom she has been in direct contact with. She has good communication skills, is consistent and works independently. She is dependable, friendly and she is as honest as the day is long.

I would recommend Ms. Donadio for any position within her skill set that may include customer or client facing contact and that requires diligence and the ability to communicate. If you need

additional information or reference details, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in black ink, appearing to be "I. Jeffrey Pheterson", written over a horizontal line.

I. Jeffrey Pheterson, Esquire
For the Firm



STEPHENS & STEVENS
MARITAL & FAMILY LAW

Eddie Stephens, Esq.
eddie@ss-familylaw.com

October 12, 2024

Re: Vanessa Donadio

To whom it may concern:

It is a privilege to have the opportunity to write on behalf of Vanessa Donadio, whom I have worked with at Ward Damon law firm, for which I was an equity partner (owner). Vanessa started in the payroll and accounting department in 2014 and served as assistant firm administrator. In 2020, she was promoted to firm administrator of a law firm with 8 equity partners, 20 attorneys and 61 total employees.


Vanessa is extremely competent. She managed excellent relations with the eight (8) equity partners, which was no easy task, in addition to being well liked and respected by the entire office staff.

During my time as equity partner of Ward Damon, I became aware of Vanessa's kind spirit and strong character. She is empathetic and smart. She has an incredible attitude and is willing to do any task the organization requires in order to succeed. If it is not obvious, I think very highly of Vanessa and give her my highest possible recommendation.

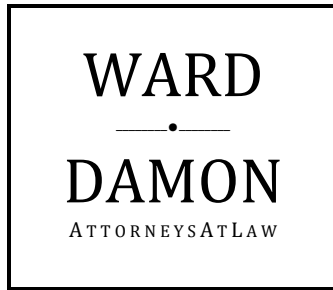
If you have any further concerns about Ms. Donadio's qualifications, please do not hesitate to contact me directly at (561) 430-4350.

Sincerely,

STEPHENS & STEVENS, PLLC



Eddie Stephens, Esq.



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Michael J Posner, Esq.
Ward Damon, P.L.
Board Certified Real Estate Attorney
mjposner@warddamon.com

October 16, 2024

To Whom It May Concern:

I am a Partner at Ward Damon, P.L. I am pleased to recommend Vanessa Donadio for your consideration. During her time at Ward Damon, Vanessa has demonstrated exceptional dedication and performance in her position at the firm.

Vanessa initially joined our firm as assistant administrator where she excelled in assisting staff and the attorneys with a variety of administrative issues. She then transitioned to firm administrator where her hard work and enthusiasm was greatly appreciated. Vanessa provided invaluable support in a variety of matters.

Vanessa has strong organizational skills and ability to meet deadlines have been instrumental in maintaining the productivity of our firm. In addition to her professional acumen, Vanessa brings a compassionate approach to firm interactions, handling sensitive situations with empathy and professionalism, thereby providing invaluable support during challenging times.

I am confident that Vanessa would be an invaluable asset to your team, combining administrative expertise with interpersonal finesse that makes her exceptionally well-suited for an office administrator role. Please do not hesitate to contact me if you require any further information.

Very truly yours,

A handwritten signature in blue ink that reads "Michael J Posner". The signature is written in a cursive style with a large, prominent initial "P".

Michael J Posner, Esq.