

**1234 W. 61th Ave
Vancouver, BC V6P 2R9
March 11, 2015**

**Gary Chueh
Bayer Pharma
800 Dwight Way,
Berkeley, CA 94710**

RE: Reference Letter

Hi Gary,

I am applying for a position at a software company (Fortinet), and I am hoping that you will be able to provide a reference for me. Even though the technical skills required for the job are not the same as the ones I've used in my previous jobs, the soft-skills, such as ability to communicate well, being able to work in a team, and being productive and independent, are still the same. I hope you have found that I have displayed some of these positive qualities while working with you.

Please let me know if you can provide a reference, my email is:
liutenghou@gmail.com, my phone number is: 778-123-5555.

Regards,
Leo Teng-Hou Liu

**1234 W. 61th Ave
Vancouver, BC V6P 2R9
March 11, 2015**

**Wilfred Escobar,
Genentech Inc.
1 DNA Way.
South San Francisco, CA 94080**

RE: Reference Letter

Hi Wilfredo,

I am applying for a position at a software company (Fortinet), and I am hoping that you will be able to provide a reference for me. Even though the technical skills required for the job are not the same as the ones I've used in my previous jobs, the soft-skills, such as ability to communicate well, being able to work in a team, and being productive and independent, are still the same. I hope you have found that I have displayed some of these positive qualities while working with you.

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liutenghou@gmail.com, my phone number is: 778-123-5555.

Regards,
Leo Teng-Hou Liu

1234 W. 61th Ave
Vancouver, BC V6P 2R9
March 11, 2015

Mary Bala,
14282 Franklin Avenue,
Tustin, CA 92780

RE: Reference Letter

Hi Mary,

I am applying for a position at a software company (Fortinet), and I am hoping that you will be able to provide a reference for me. Even though the technical skills required for the job are not the same as the ones I've used in my previous jobs, the soft-skills, such as ability to communicate well, being able to work in a team, and being productive and independent, are still the same. I hope you have found that I have displayed some of these positive qualities while working with you.

Please let me know if you can provide a reference, my email is:
liutenghou@gmail.com, my phone number is: 778-123-5555.

Regards,
Leo Teng-Hou Liu