April 28, 2023

Dana R. Ewing, Esquire

Shumaker, Loop & Kendrick, LLP

1000 Jackson Street

Toledo, Ohio 43614

Dear Ms. Ewing:

I am writing to express my thanks and appreciation for your guidance during my internship. Completing my internship at Shumaker, Loop & Kendrick has been the best opportunity to gain the experience I need to be a successful paralegal.

I thank you for taking the time to truly reflect on my strengths and weaknesses. With the various tasks you assigned to me, some I could easily handle, and some made me stretch and learn. Thank you for taking the time to help me when I needed it.

Thank you for the opportunity to work with you, Neema, and Gretchen. I am thankful for the opportunity to be a part of the team, and I look forward to working with you and the rest of the team in the future.

Sincerely,

Ellen L. Cranmore