

--- On Company Letterhead ---

January 1, 2016

RE: SC&RA Member Company
SC&RA Crane Rental Project Safety Award
4th and Main Street Bridge Refinery

To Whom It May Concern:

This is to confirm that SC&RA Member completed work on the 4th and Main Street Refinery project. SC&RA Member began work on January 1, 2014 and finished on December 31, 2014 while completing 1,500 man hours of labor on the project. As a result of their efforts there were zero recordable injuries or illnesses during the scheduled maintenance.

I trust that you will find the above information to be in order; however should you have any questions please contact me with Sample Company at our home office. I can be reached at (001) 555-5500.

Sincerely,

Thomas A. Sample
President
Client Company