



April 15, 2011

To Whom It May Concern,

I am writing to recommend the services of Virginia Business Systems. I have been working with Virginia Business Systems for over two years. They have been very timely with all requests for information on their products. They have done an excellent job of servicing our equipment and it has always been done in a timely manner. When we have needed the extended services of their technical staff, they have used their resources to deliver accurate and quick answers to our questions. Recently, during a one-day fourteen copier replacement schedule, their two delivery drivers did a stellar job of delivering and installing all of the machines in a single 8-hour work day. They have also been most accommodating with our college staff to schedule training on our new copiers to insure that our staff has the knowledge to use the equipment and take advantage of all of its capabilities.

I am happy to recommend the services of Virginia Business Systems. They have more than met my expectations in the areas of product knowledge and services rendered.

Sincerely,

A handwritten signature in black ink that reads "Joe Best".

Joe Best  
Manager of Administrative Computing