



*"your workforce management & staffing experts"*

April 25, 2022

RE: Robert Miller  
321-2nd Avenue North  
Sauk Rapids, MN 56379

Subject: Work Release Request

To Whom It May Concern,

Robert Miller is currently employed through Employer Solutions Staffing Group and placed permanently at Branding Iron in Sauk Rapids, MN. He has been employed here since 10/10/2019.

He is currently in a Support position on the production line. He is a key employee for us, and his expertise is valued and needed on 2<sup>nd</sup> shift.

In his time here, Robert has been an exemplary employee. He shows up to work on time, gets along well with his co-workers and does an excellent job in his position. He is counted on by the Lead and Supervisor in his department to keep operations running smoothly. We have invested a lot of time and money into training Robert in his current position

Due to the specific nature of his work, his presence is essential throughout the weekdays and occasionally on the weekends in the plant. At this time, it would be difficult to find a substitute who can perform his duties in his absence if he is unable to work.

On behalf of Robert, we kindly request that he be granted work release. We appreciate your understanding of our situation.

Please feel free to contact me with any questions or concerns.

Regards,

A handwritten signature in blue ink that reads 'Lori Larson'.

Lori Larson  
HR Manager  
320-281-5617