

# Memorandum

Jeff Needles, AIA  
Urban Foundry Architecture, LLC  
1306 Rio Grande St.  
Austin, TX 78701  
April 6, 2020

RE: Letter of Recommendation, **Stefania Angelini**

To whom it may concern:

Because of the unprecedented circumstances related to COVID-19, we regret having to lose Stefania as an employee, as she was a valued asset to our firm.

Over the course of her employment, Stefania has consistently been responsible and conscientious about her work. Her duties involved a great diversity of tasks and required her to be creative and resourceful in finding solutions to complicated problems.

In addition, she was a joy to have in the office, always positive, helpful, creative, and collaborative. We would take pride in recommending Stefania as we anticipate she can take on any challenge she puts her mind to and is an asset to whomever employs her.

Respectfully,



**Jeff Needles, AIA**  
President  
Urban Foundry Architecture



**Jennifer Jarl McCombs, RID, LEED AP**  
Partner / Director of Interiors  
Urban Foundry Architecture