

# HAWORTH®

INTRA-COMPANY CORRESPONDENCE

MEMO TO: Richard G. Haworth  
Chairman and CEO

FROM: Roy Sanford (3783) 3-43  
Director, Corporate Quality Assurance

SUBJECT: SERVICES OF TOM B. SPEET

Tom B. Speet was recommended to me by members within Haworth Human Resources as an outstanding real estate broker.

During the months that Tom worked with me, I found this to be true. Tom is the finest, most sensitive and dedicated broker I have had the pleasure to know. He definitely went the "extra mile" for me.

I am sending this letter to you to acknowledge his exemplary service. I hope other new members of Haworth have the opportunity to work with Tom.

RS:tk

A handwritten signature in black ink, appearing to read "R Sanford". The signature is written in a cursive, flowing style with a large, prominent "R" at the beginning.