May 13, 2015

Warrington College of Business Administration
University of Florida
100 Bryan Hall
Gainesville, FL 32611

Dear University of Florida:

This letter is to confirm that Sahily Ortega will be interning with Granados P.A. and completing a minimum of 150 hours starting May 13th 2015 and ending July 20th 2015.

The intern’s responsibilities range from real estate to corporate law as well as administrative work. Some of the real estate responsibilities are ordering estoppels, title commitments, conducting lien searches, and relaying information to the parties involved. Some of the corporate responsibilities are communicating with the clients and actually creating corporations and LLC’s, along with their articles of organization, operating agreements, ledgers and certificates. The intern will also be performing administrative office work such as filing, handling calls, scheduling and creating memos.

Please email me at agranados@granadospa.com or call me at (305) 951-9477 50 if you have any further questions. Thank you for your time.

Very Truly Yours,

Augusto Granados,