

To Whom It May Concern,

RE: Employment Reference for Charlene Mendoza

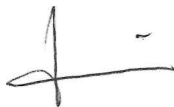
This letter confirms that Charlene Mendoza worked as a live-in domestic helper for our family from 24 November 2022 until her last day on 1 January 2026.

Charlene's primary responsibility upon joining our household was the dedicated care of our newborn daughter. She performed this duty with warmth, patience, and attentiveness. She not only ensured our child's safety and well-being but also played a crucial role in her development, successfully training her to transition out of diapers and establishing healthy, consistent routines for naps and bedtime.

Over time, she took on more general housekeeping duties and cooking. She was willing to learn new skills and became competent in preparing a variety of meals, including Chinese dishes. Charlene was honest in her work, managed her tasks independently, and maintained a tidy household.

Charlene has chosen to conclude her contract early to pursue another opportunity. We thank her for her service and wish her every success in achieving her future goals.

Sincerely,



YEUNG Ming Chi
29 December 2025