SAMPLE WORK PRODUCT — fictional matter prepared by Faveo Paralegals. Case facts and identifying details are fictional.

PINE TREE TILE & STONE, INC.

Tile & Natural Stone Showroom and Installation • Westbrook, Maine

300 Example Way, Westbrook, ME 04092 • +1 (207) 555-0192 • marco@example.com

November 3, 2026

U.S. Citizenship and Immigration Services
U.S. Department of Homeland Security

PETITION	Form I-140, Immigrant Petition for Alien Workers — Employment-Based Third Preference, Other Worker
PETITIONER	Pine Tree Tile & Stone, Inc. (FEIN 00-0000000), 300 Example Way, Westbrook, ME 04092
BENEFICIARY	Daniela Fernanda Ortiz Quispe (date of birth March 3, 2000; citizen of Ecuador)
POSITION	Showroom Sales Associate (SOC 41-2031), full-time, permanent
LABOR CERTIFICATION	Form ETA-9089, Case No. G-000-00000-000000 — filed February 3, 2025 — certified May 19, 2026
PREVAILING WAGE	Form ETA-9141, Case No. P-000-00000-000000 — $38,459 per year (OEWS Level II), issued November 12, 2024

Dear Immigration Officer:

I am the President of Pine Tree Tile & Stone, Inc. We petition for Ms. Daniela Fernanda Ortiz Quispe as an EB-3 Other Worker under INA § 203(b)(3)(A)(iii). The permanent, full-time Showroom Sales Associate position requires neither training nor experience. The U.S. Department of Labor certified it under Form ETA-9089, Case No. G-000-00000-000000 (Exhibits A-1 and A-2). This letter describes the certified offer, documents that Ms. Ortiz Quispe meets its requirements under 8 C.F.R. § 204.5(l)(3)(ii)(D), and explains our ability to pay the offered wage.

1. PINE TREE TILE & STONE, INC.

Pine Tree Tile & Stone, Inc. is a Maine corporation that has operated since April 1998. We run a showroom and installation business at 300 Example Way, Westbrook, Cumberland County, Maine, and employ 17 people. Our 2024 account review found that the primary contacts for 54 of 60 active contractor accounts could not communicate effectively in English (Exhibit B-2). The associate works with these contractors daily, reads their order specifications, prepares written quotations and order confirmations, and resolves delivery and return issues by phone in Spanish. These duties explain the language requirement documented in ETA-9089 Appendix C (Exhibit A-2). I own the company. Ms. Ortiz Quispe has no ownership interest in it, and we are unrelated.

2. THE POSITION OFFERED

We offer Ms. Ortiz Quispe permanent, full-time employment as a Showroom Sales Associate at our Westbrook showroom. The position, its duties, its requirements and its wage are exactly those certified by the Department of Labor.

THE POSITION AT A GLANCE			
JOB TITLE	Showroom Sales Associate	**SOC CODE**	41-2031, Retail Salespersons
WORKSITE	300 Example Way, Westbrook, Cumberland County, ME 04092	**SCHEDULE**	Full-time, permanent position
OFFERED WAGE	$39,520 per year	**PREVAILING WAGE**	$38,459 per year (Level II) — the offer exceeds it

JOB DUTIES — REPRODUCED FROM THE PREVAILING WAGE APPLICATION, FORM ETA-9141, SECTION F.a.2 (EXHIBIT B-1)

"Work as Showroom Sales Associate for tile and natural stone showroom and installation company, serving retail customers and building contractors including a significant Spanish-speaking client base. Greet customers, describe tile, stone and setting-material products and their uses, prepare quotations and sales orders, and resolve routine questions about deliveries and returns."

The offered wage of $39,520 per year exceeds the prevailing wage of $38,459 per year determined for the position (OEWS Level II, Retail Salespersons, Portland-South Portland, ME). The wage is a fixed annual salary; it is not based on commissions, bonuses or other incentives.

3. MINIMUM REQUIREMENTS AND HOW MS. ORTIZ QUISPE MEETS THEM

The certified job requires a U.S. high school diploma or GED, no training or experience, and fluency in reading, writing and speaking Spanish. The certified application explains the language requirement in Appendix C under 20 C.F.R. § 656.17(h)(2). There are no alternative requirements. Ms. Ortiz Quispe met all requirements by the February 3, 2025 priority date under 8 C.F.R. § 204.5(d):

ELEMENT	REQUIREMENT AS CERTIFIED	HOW MS. ORTIZ QUISPE MEETS IT	EVIDENCE	STATUS
Education	High school diploma or GED	Ms. Ortiz Quispe holds a Diploma from Westbrook High School, Westbrook, Maine, awarded June 8, 2018.	Exhibit F-1	**MET**
Training	None required	No training is required for the position, and none was relied upon in the labor certification.	Exhibit A-2 and Exhibit B-1	**MET**
Experience	None required	No experience is required for the position, and none was relied upon in the labor certification.	Exhibit A-2 and Exhibit B-1	**MET**
Language	Fluent in Spanish (read, write and speak)	An independent January 2025 assessment found her fluent in Spanish. She read order specifications, wrote sample quotations and handled a simulated customer call in Spanish.	Exhibit F-2 (Spanish assessment)	**MET**

Her identity and nationality are documented separately by her Ecuadorian passports (Exhibits E-1 and E-3) and her Form I-94 (Exhibit E-2). Ms. Ortiz Quispe is a prospective employee of Pine Tree Tile & Stone, Inc.

4. ABILITY TO PAY THE OFFERED WAGE

Under 8 C.F.R. § 204.5(g)(2), our ability to pay the $39,520 proffered wage must be demonstrated from the February 3, 2025 priority date until Ms. Ortiz Quispe obtains lawful permanent residence. Our federal income tax returns for 2025 and 2024 (Exhibits D-1 and D-2) show the following:

FROM FORM 1120-S, U.S. INCOME TAX RETURN FOR AN S CORPORATION	TAX YEAR 2025	TAX YEAR 2024
Gross receipts	$3,187,440	$3,402,915
Salaries and wages paid (excluding officer compensation)	$1,102,310	$1,148,200
Officer compensation	$142,000	$136,000
Ordinary business income	$58,620	$214,330
Net current assets (Schedule L, end of year)	**$312,775**	**$395,160**
Total assets (end of year)	$611,840	$702,215
Offered wage for the position	**$39,520 per year**	**$39,520 per year**

Our 2025 federal tax return shows $58,620 in ordinary business income and $312,775 in year-end net current assets. Each figure independently exceeds the $39,520 annual proffered wage. The 2024 return predates the priority date and is provided as background on our operations. We continue to have the ability to pay the offered wage.

5. CONCLUSION

Pine Tree Tile & Stone, Inc. offers Ms. Daniela Fernanda Ortiz Quispe permanent, full-time employment as a Showroom Sales Associate at 300 Example Way, Westbrook, Maine, at $39,520 per year on the terms certified by the Department of Labor. We intend to employ her in that position when she becomes a lawful permanent resident. We respectfully request approval of this petition.

I declare that the information in this letter is true and correct to the best of my knowledge. Please contact me at +1 (207) 555-0192 or marco@example.com if any further information is required.

Sincerely,

Marco A. Ventura
President
Pine Tree Tile & Stone, Inc.
300 Example Way, Westbrook, ME 04092
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