

COURT REFERENCE LETTER

To Whom This May Concern,

My name is _____ [Your Name] and proud to offer my recommendation of _____ [Name of Individual Being Recommended] to whom I have personally known for ___ years as my _____ [Enter Your Relationship such as: "employee", "friend", "colleague", etc.].

During my relationship with _____ [Name of Individual Being Recommended] I have experienced an individual who shows up earlier than asked, works hard, and carries themselves in a polite, respectable manner. In addition, _____ [Name of Individual Being Recommended] is a family-person who has always presented themselves with levelheadedness and grace.

Please do not hesitate to contact me if you should require any further information.

Best,

Signature _____ **Date:** _____

Print Name _____

Address _____ City _____ State _____

Telephone _____

E-Mail _____

