

Letter of Recommendation

Date: _____

To Whom This May Concern,

My name is _____. I am proud to offer my recommendation of _____, whom I have personally known for ___ years as _____.

During my relationship with _____, I have witnessed an exemplary individual dedicated to excelling in their professional and personal affairs through a strong work ethic and the utmost respect for others. _____, above all else, is a family-oriented person who has always conducted and presented themselves with a polite demeanor and levelheadedness in their judgment. I am confident they will be a great fit, and I give my highest recommendation.

Please feel free to contact me if you should require any further information.

Best,

Signature _____ Date _____

Telephone _____

E-Mail _____

