

Character Reference Business Template

Subject: Character Reference for [Individual Name]

To Whom It May Concern,

I am writing to provide a character reference for [Individual Name], whom I have known in a [personal/professional] capacity for [time period]. I am pleased to speak to their character and integrity as they pursue [business opportunity/position].

[Individual Name] consistently demonstrates [specific character traits]. In my interactions with them, they have shown [specific examples of character]. Their approach to [relevant situations] reflects strong moral principles and ethical decision-making.

I have observed [Individual Name] in various situations, including [specific contexts]. They handle challenges with [specific qualities] and treat others with [specific attributes]. Their reliability and trustworthiness are evident in [specific examples].

In business contexts, [Individual Name] shows [specific professional qualities]. They maintain confidentiality, honor commitments, and demonstrate sound judgment in [relevant areas]. Their communication style is [specific description] and they work well with diverse groups.

I have complete confidence in [Individual Name]'s character and believe they would be a trustworthy and valuable addition to any business relationship or opportunity.

Sincerely,

[Your Name]

[Your Relationship to Individual]

[Contact Information]

Get more templates here:

<https://www.lettersandtemplates.com/letters/business-recommendation-letter>