

Volunteer Service Certification

[Organization Letterhead]

Subject: Volunteer Service Certification for [Volunteer Name]

Dear [Recipient],

I am pleased to certify that [Volunteer Full Name] has been an active volunteer with [Organization Name] from [Start Date] to [End Date/Present].

During this period, [Volunteer Name] contributed approximately [number] hours of service to our organization, primarily working on [specific projects/areas]. [His/Her/Their] responsibilities included [list key activities].

[Volunteer Name] demonstrated exceptional dedication, reliability, and commitment to our mission. [He/She/They] consistently showed up on time, completed assigned tasks with enthusiasm, and positively impacted our community through [his/her/their] efforts.

Notable contributions include:

- [Specific achievement or project]
- [Specific achievement or project]
- [Specific achievement or project]

[Volunteer Name] has been a valuable asset to our organization, and we wholeheartedly recommend [him/her/them] for any future opportunities.

Please feel free to contact me at [phone] or [email] if you need further information.

Warm regards,

[Signature]

[Name]

[Title - Volunteer Coordinator/Director]

[Organization Name]

[Date]

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