

Informal volunteer-related reference email

Subject: Reference for [Name] as a Volunteer

Dear [Organization's Name],

I am writing to recommend [Name] as a volunteer for your program. I have worked alongside [Name] in several community activities, and I have always found [him/her/them] to be enthusiastic, dependable, and dedicated to making a difference.

[Name] has strong interpersonal skills and interacts with others in a respectful and encouraging way. Their energy and commitment would make them an excellent fit for a volunteer role in your organization.

I have no doubt that [Name] will contribute positively and bring value to your initiatives.

Best regards,

[Your Name]

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