

## Temporary reference pending more experience

Subject: Provisional Character Reference for [Employee Name]

Dear [Recipient Name],

This letter serves as a provisional character reference for [Employee Name], who has been employed at [Company Name] for [duration]. While their experience is still developing, they have demonstrated commendable integrity, responsibility, and enthusiasm in their role.

I am confident that they will continue to grow and perform admirably in future opportunities.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Date]

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