

Preliminary or provisional endorsement letter

Subject: Provisional Endorsement for Employment

Dear [Recipient Name],

This letter serves as a provisional endorsement of [Employee Name] for consideration in your organization. Based on preliminary evaluations and [his/her/their] performance at [Current Company], [Employee Name] demonstrates the skills, dedication, and potential to succeed in [Position/Field].

A formal endorsement will follow upon completion of [specific assessment or probation period]. In the meantime, please consider this letter as a positive recommendation.

Sincerely,

[Your Name]

[Your Position]

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