

Casual recommendation for volunteering or community work

Subject: Reference for [Applicant Name]

Hello [Recipient Name],

I am happy to recommend [Applicant Name] for [Volunteer Position/Program]. I have worked with them on [Project/Event] and have always been impressed by their enthusiasm, reliability, and positive attitude.

They are committed, adaptable, and a joy to work with, making them a great addition to any team or project. I strongly support their application and believe they will make a meaningful contribution.

Best regards,

[Your Name]

[Position/Relationship]

[Contact Information]

Get more templates here: <https://www.lettersandtemplates.com/letters/reference-letter>