



Outline for Endorsement Letter

Submitted in support of: _____ Date: _____

This recommendation is being submitted by: _____

Home address: _____

Street address

City

State

Zip

Day phone: _____ Cell phone: _____

Email: _____

I am recommending _____ for the _____
because _____

Give specific examples of how the service has been beyond the expectations of the position held.

Audience (Grade level of girls and/or adults and Service Unit(s) benefiting from this service).

Other pertinent information that may be helpful.

Signature of endorser: _____ Date: _____

Home address: _____

Street

City

State

Zip

Day phone: _____ Cell phone: _____

Email: _____

