Referee Contact Request

[Your Name]

[Your Address]

[Your Contact Information]

Date: [Insert Date]
To: [Referee's Name]
[Referee's Address]
[City, State, Zip]
Dear [Referee's Name],
I hope this message finds you well. I am writing to request your assistance as a referee contact reference in my application for a coaching position at [Insert Organization/Team Name]. I have enjoyed working with you in past matches and believe your perspective would be valuable to my potential employer.
The coaching position requires [briefly mention relevant skills or qualities], and I believe that you could offer meaningful insight into my abilities and contributions on the field.
If you are willing to be a reference, please let me know. I would be happy to provide any additional information you might need.
Thank you for considering my request. I greatly appreciate your support.
Sincerely,