

Request for Referee Confirmation

Dear [Referee's Name],

I hope this message finds you well. I am writing to request your permission to list you as a referee on my application for an internship opportunity at [Company Name].

The internship involves [brief description of the internship], and I believe your insights into my [skills/experience] would greatly enhance my application.

If you agree, the company may reach out to you at [contact information] to inquire about my qualifications. Please let me know if you would be comfortable with this or if you need any further information from my side.

Thank you very much for considering my request. I truly appreciate your support!

Best regards,
[Your Name]
[Your Phone Number]
[Your Email Address]