

# Personal Character Reference Letter

Date: [Insert Date]

To Whom It May Concern,

I am writing to serve as a personal character reference for [Applicant's Name]. I have known [him/her/they] for [duration of acquaintance] and can attest to [his/her/their] strong character and professionalism.

[Applicant's Name] has demonstrated [his/her/their] commitment to [specific qualities or skills related to the licensing process, e.g., integrity, responsibility, etc.] through [specific examples].

[He/She/They] is known for [his/her/their] [mention additional positive traits, e.g., reliability, dedication, etc.]. I believe that [his/her/their] character is a testament to [his/her/their] suitability for the licensing process.

Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require any further information.

Sincerely,

[Your Name]

[Your Address]

[Your City, State, Zip Code]

[Your Position, if applicable]