

Volunteer Service Completion Letter

Date: [Insert Date]

To Whom It May Concern,

This letter is to certify that **[Student's Name]** has successfully completed their volunteer internship at **[Organization Name]** from **[Start Date]** to **[End Date]**.

During this period, **[Student's Name]** dedicated **[Number of Hours]** hours to assisting with **[Brief Description of Responsibilities]**. Their commitment, enthusiasm, and hard work have been greatly appreciated.

We are grateful for their contributions and wish them the best in their future endeavors.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]