

Date: [Insert Date]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient Name],

I am writing to express my support for [Intern's Name] as they apply for the logistics intern position at [Company Name]. As [his/her/their] [Your Relationship to the Intern, e.g., professor, supervisor], I have had the privilege of observing [his/her/their] growth and commitment to excelling in the field of logistics.

[Intern's Name] has demonstrated exceptional skills in [mention relevant skills or experiences]. [He/She/They] is highly organized, detail-oriented, and possesses a strong analytical mindset that is critical in the logistics field.

Moreover, [he/she/they] has effectively handled [specific project or responsibility], showcasing [his/her/their] ability to work under pressure and adapt to changing circumstances. I am confident that [Intern's Name] will bring the same level of dedication and enthusiasm to [Company Name].

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

Thank you for considering [Intern's Name] for this opportunity.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]