

Community Service Verification Letter

Date: [Insert Date]

[Your Name]

[Your Title/Position]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

To Whom It May Concern,

This letter is to verify that [Volunteer's Name] has completed community service hours with [Organization Name] from [Start Date] to [End Date]. During this period, [he/she/they] contributed a total of [Number of Hours] hours in [describe the type of service, e.g., mentoring, organizing events, etc.].

[Volunteer's Name] demonstrated exceptional commitment and dedication, contributing valuable support to our programs and positively impacting our community.

If you have any further questions regarding [his/her/their] service, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you.

Sincerely,

[Your Name]

[Your Title/Position]

[Organization Name]