

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 confirm that [Student's Name] has participated in community service through [Organization Name] from [Start Date] to [End Date]. During this time, [he/she/they] contributed [Number of Hours] hours of service.

Throughout [his/her/their] involvement, [Student's Name] has demonstrated exceptional commitment and dedication to our community. [He/She/They] has engaged in activities such as [briefly describe activities], which have greatly benefited our organization and the individuals we serve.

We highly recommend [Student's Name] for [Scholarship Name] as [he/she/they] exemplifies the values of service and leadership.

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

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Position]

[Organization Name]