

[Your Name]

[Your Title]

[Your Company]

[Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Vendor's Name]

[Vendor's Company]

[Vendor's Address]

[City, State, Zip Code]

## **Subject: Endorsement of Services**

Dear [Vendor's Name],

I am writing to formally endorse the freelance services provided by you and your team at [Vendor's Company]. Over the course of our collaboration on [specific project or duration], I have been consistently impressed by your professionalism, creativity, and commitment to quality.

The specific services you provided, including [list specific services], were delivered on time and met our expectations. Your ability to [mention any unique skills or benefits] greatly contributed to the success of our project.

I have no hesitation in recommending your services to others looking for reliable and skilled freelance support. Should prospective clients require further information, please feel free to direct them to me at [your phone number] or [your email address].

Thank you once again for your exceptional work. I look forward to the opportunity to collaborate again in the future.

Sincerely,

[Your Name]

[Your Title]

[Your Company]