

Reference Request Notification

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inform you that I have applied for a postdoctoral position at [Institution/Organization Name] and have included you as a reference.

The selection committee may reach out to you directly to inquire about my qualifications and capabilities. Your insights into my work and skills would be invaluable for this process.

Please let me know if you require any additional information or if there is anything I can do to facilitate your response.

Thank you very much for your support!

Sincerely,
[Your Name]
[Your Contact Information]