

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request your support as a reference for my application for an apprenticeship position at [Company/Organization Name]. Your guidance and expertise have greatly influenced my career path, and I believe that your insights would provide a strong endorsement of my skills and work ethic.

The apprenticeship focuses on [briefly describe the apprenticeship's field or specific role], and I am excited about the opportunity to further develop my abilities in this area. I feel that my prior experiences, especially [mention any relevant experience or project], have prepared me well for this role.

If you agree, I would greatly appreciate it if you could speak to my [mention specific skills or attributes, such as dedication, reliability, or teamwork] when contacted. I am happy to provide any additional information you may need about the apprenticeship or my background.

Thank you very much for considering my request. I truly value your support and guidance.

Sincerely,

[Your Name]

[Your Contact Information]