

Dear [Reviewer's Name],

I hope this message finds you well. I am writing to request your assistance in providing a performance review reference for my scholarship application to [Scholarship Name]. The scholarship committee is looking for insights into my academic performance, skills, and contributions during my time at [Institution/Organization Name].

Your feedback would be invaluable, and I believe your perspective on my [specific skills or qualities] would greatly enhance my application. The deadline for submission is [Deadline Date], and I would be happy to provide any additional information or forms you may need to facilitate this process.

Thank you very much for considering my request. I greatly appreciate your support!

Best regards,

[Your Name]

[Your Contact Information]

[Your Position/Title, if applicable]