

# Reference Request

Dear [Reference's Name],

I hope this message finds you well. I am writing to request your support in my application for the Mortgage Officer position at [Bank Name]. Having worked together at [Previous Company/Position], I believe you can provide valuable insights into my skills and work ethic.

As a Mortgage Officer, I would be responsible for evaluating loan applications and guiding clients through the home-buying process. Your perspective on my experience in [specific relevant experience] would be particularly beneficial.

If you agree to provide a reference, the hiring manager may contact you at [Reference's Contact Information]. I appreciate your time and support and am happy to provide any information you might need for this request.

Thank you very much for considering my request. I look forward to hearing from you soon.

Sincerely,

[Your Name]

[Your Phone Number]

[Your Email Address]