

# Reference Request

Date: [Insert Date]

To: [Recipient's Name] [Recipient's Position] [Bank/Organization Name] [Address] [City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to kindly request a reference for my application to the Wealth Management Advisor position at [Target Company Name]. I have had the pleasure of working under your supervision during my tenure at [Your Previous Company] from [Start Date] to [End Date].

During this time, I gained invaluable experience in wealth management, client relationship building, and financial planning, which I believe would be beneficial for the role I am applying for. Your insights into my skills and performance would provide a substantial advantage for my application.

If you agree to provide a reference, please let me know if there are any details or experiences you would like me to highlight that could assist you in this process.

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

Best regards,

[Your Name] [Your Phone Number] [Your Email Address]