Real Estate License Reference Request

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request a reference for my real estate license application. Your support would greatly enhance my chances of gaining approval.

Having worked with you during [specify the project or time period], I believe you can provide an accurate representation of my skills and work ethic. I am seeking this reference as part of my application for [specify the license or referral services], and your insights would be invaluable.

If you feel comfortable providing this reference, please let me know if I can provide any additional information or assist you in any way. I appreciate your consideration and assistance in this matter.

Thank you for your time.

Sincerely,

[Your Name]