

Request for Mentorship Reference

Dear [Mentor's Name],

I hope this message finds you well. I am writing to seek your support as I prepare to submit my application for an upcoming industry conference, [Conference Name], which will take place on [Date]. As a valued mentor and respected professional in our field, I would greatly appreciate it if you could provide a reference on my behalf.

During our time working together, I have gained invaluable insights and experience, and I believe that your recommendation would highlight my skills and commitment to [specific area or topic]. The conference focuses on [brief description of conference theme or topics], and I am eager to contribute and learn from other professionals in the industry.

If you agree, I would be happy to provide additional details about the application process and any specific points you might want to address in your reference. The deadline for submission is [Deadline Date], and I can ensure that you have all the necessary information to make this as easy as possible.

Thank you for considering my request. Your support means a lot to me, and I appreciate any help you can provide.

Warm regards,
[Your Name]
[Your Contact Information]