

Letter of Reference Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Recipient Title]

[Culinary School Name]

[School Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am reaching out to request a letter of reference as I seek to expand my professional network within the culinary industry.

As you may remember, I was a student at [Culinary School Name] from [Start Year] to [End Year], where I developed my skills and passion for culinary arts. Your guidance and support during my time there played a significant role in shaping my career.

As I pursue new opportunities, a recommendation from you would greatly enhance my credibility and professional profile. I am particularly looking to connect with [specific industry professionals or organizations], and your insight into my skills would be invaluable.

If you are willing to assist me with this request, I would be happy to provide additional information about my career achievements and goals. Please let me know if you need any details or if we could arrange a time to discuss this further.

Thank you very much for considering my request. I sincerely appreciate your support and mentorship.

Warm regards,

[Your Name]