

Reference Request for Seasonal Job in Tourism Services

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip]
[Your Email]
[Your Phone Number]

[Recipient's Name]
[Recipient's Position]
[Company's Name]
[Company's Address]
[City, State, Zip]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request a reference as I apply for a seasonal position in the tourism services sector. I have previously worked at [Company's Name] during [specific time period] and believe that your insights regarding my work ethic and contributions would add significant value to my application.

During my time at [Company's Name], I [briefly describe your role and contributions], which I feel aligns with the qualifications for the role I am pursuing. I would greatly appreciate it if you could highlight my skills in [specific skills relevant to the position], as well as my commitment to providing excellent customer service.

If you are willing to assist, I would be happy to provide additional information about the position or my experiences to help facilitate your reference. Thank you for considering my request, and I hope to hear from you soon.

Sincerely,
[Your Name]