

Reference Request for Volunteer Opportunity

Dear [Recipient's Name],

I hope this message finds you well. I am writing to kindly request a reference from you for a volunteer opportunity I am pursuing with [Organization's Name]. Given our experience working together at [Retail Store/Company Name], I believe your insights would be invaluable.

The volunteer position focuses on [brief description of the role], and I think your perspective on my skills and work ethic would greatly support my application.

If you're willing to provide a reference, I would be happy to share more details about the opportunity and any specific points you may wish to mention. Your assistance would mean a lot to me.

Thank you for considering my request. I look forward to your positive response.

Best regards,

[Your Name]

[Your Contact Information]