

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

## **Request for Reference**

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request a reference from you for a culinary position I am applying for at [Company's Name]. I have always appreciated your guidance and support during my time at [Previous Company/Organization], and I believe your insights would provide a valuable perspective on my skills and experience.

During my tenure as [Your Job Title] at [Previous Company/Organization], I had the pleasure of working closely with you on various culinary projects, such as [specific projects or tasks]. I am particularly proud of [specific achievement], and I believe these experiences align well with the requirements of the position I am pursuing.

The potential employer would like to understand my culinary skills, work ethic, and ability to thrive in a team environment, and I believe your reference would greatly enhance my application.

If you are willing, I would appreciate it if you could respond by [specific date] as my application deadline is approaching. Thank you very much for considering my request. Please let me know if you need any further information.

Warm regards,

[Your Name]