

Dear [Reference's Name],

I hope this message finds you well. I am writing to request a reference from you as I seek a new opportunity in the field of tour guiding. I have recently applied for a position with [Company/Organization Name], which I believe aligns perfectly with my passion and experience.

During my time working with you at [Previous Company/Organization Name], I greatly appreciated your guidance and support. Your insights would add immense value to my job application, particularly regarding my skills in [specific skills or experiences relevant to the new job].

If you are comfortable providing a reference, please let me know if there is any specific information you require from me to assist in this process. I would be grateful for your support.

Thank you very much for considering my request. I look forward to hearing from you soon.

Best regards,  
[Your Name]  
[Your Phone Number]  
[Your Email Address]