

Date: [Insert Date]

To Whom It May Concern,

I am writing to request a reference for [Community Theater Member's Name], who has been an integral part of our community theater group for [duration]. During this time, [he/she/they] has demonstrated remarkable talent, dedication, and passion for the performing arts.

[Community Theater Member's Name] has participated in various productions, showcasing [his/her/their] skills in [specific roles/positions, e.g., acting, stage management]. [He/She/They] consistently brings creativity and enthusiasm to every rehearsal and performance, making [him/her/them] a joy to work with.

I believe that [his/her/their] contributions to our community theater have not only enriched our productions but have also inspired fellow actors and volunteers. [He/She/They] is always willing to lend a helping hand and support others in their artistic endeavors.

As [Community Theater Member's Name] seeks to further [his/her/their] career in the arts, I wholeheartedly recommend [him/her/them] for your acting program. I am confident that [he/she/they] will be a valuable asset to your program and will continue to thrive as a performer.

Thank you for considering this request. Should you require any further information, please feel free to contact me at [your phone number] or [your email address].

Sincerely,

[Your Name]

[Your Position]

[Community Theater Name]

[Your Phone Number]

[Your Email Address]