

Excellence in Service Nomination

Date: [Insert Date]

To Whom It May Concern,

I am writing to formally nominate [Nominee's Name] for the Excellence in Service Award. Throughout [his/her/their] time at [Company/Organization Name], [he/she/they] has consistently demonstrated exceptional dedication to providing outstanding service to both clients and colleagues.

[Nominee's Name] has gone above and beyond in [specific examples of service, projects, or initiatives], and [his/her/their] commitment to [specific qualities such as teamwork, innovation, etc.] truly sets [him/her/them] apart.

Furthermore, the positive feedback from [clients/coworkers] highlights [his/her/their] effectiveness in fostering a welcoming and supportive environment.

For these reasons, I believe that [Nominee's Name] is an exemplary candidate for this recognition, and I wholeheartedly support [his/her/their] nomination.

Thank you for considering this nomination. Please feel free to contact me at [Your Contact Information] for any further information.

Sincerely,

[Your Name]

[Your Position]

[Company/Organization Name]