

# Nomination Letter for [Nominee's Name]

[Your Name]  
[Your Position]  
[Company Name]  
[Company Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

[Date]

[Board of Directors]  
[Company Name]  
[Company Address]  
[City, State, Zip Code]

Dear Members of the Board,

I am pleased to nominate [Nominee's Name] for the position of [specific role, e.g., Director] on the Board of [Company Name]. [Nominee's Name] has demonstrated exceptional leadership and expertise in [relevant field or industry], making them an outstanding candidate for this role.

During [his/her/their] tenure at [Nominee's Previous Company/Position], [he/she/they] successfully [describe significant achievements or contributions]. [His/Her/Their] extensive experience in [mention skills or areas of expertise] will provide invaluable perspective to our board.

Please find attached the curriculum vitae of [Nominee's Name] for your review. I am confident that [his/her/their] skills and vision align with the goals of [Company Name], and [he/she/they] will further enhance the diversity and strategic insight of our board.

Thank you for considering this nomination. I look forward to your favorable response.

Sincerely,  
[Your Name]  
[Your Position]