

Volunteer Hours Verification

Date: [Insert Date]

To Whom It May Concern,

This letter is to verify that [Volunteer Name] has participated in community service activities with [Organization Name].

During the period of [Start Date] to [End Date], [he/she/they] has volunteered a total of [Number of Hours] hours. [His/Her/Their] contributions have greatly benefited our community and the individuals we serve.

If you have any further questions, please feel free to contact us at [Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Contact Information]