

# Volunteer Commitment Evaluation Letter

Date: [Insert Date]

Dear [Volunteer Name],

We are writing to express our sincere gratitude for your dedication and hard work as a volunteer with [Organization Name]. Your contributions from [Start Date] to [End Date] have significantly impacted our community.

## Evaluation Summary

During your time with us, you have:

- Demonstrated exceptional leadership skills through [specific example].
- Contributed greatly to [specific project or event].
- Increased awareness of [specific issue or cause] through your efforts.

## Strengths and Contributions

Some of the key strengths you brought to our organization include:

- Reliable commitment to your scheduled volunteer shifts.
- Strong teamwork and collaboration with staff and fellow volunteers.
- Ability to engage and inspire others in our mission.

## Recommendations for Future Involvement

We encourage you to continue your involvement with [Organization Name]. Your skills in [specific skill] would be particularly valuable for our upcoming projects, such as [specific project].

Thank you once again for your commitment and contributions. We wish you all the best in your future endeavors.

Sincerely,

[Your Name]  
[Your Position]  
[Organization Name]  
[Contact Information]