

Community Service Endorsement Letter

Date: [Insert Date]

[Your Name]
[Your Position/Title]
[Your Organization]
[Organization Address]
[City, State, Zip Code]

[Recipient Name]
[Recipient Position/Title]
[Recipient Organization]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to endorse [Intern's Name] for an internship opportunity at [Internship Organization]. As a participant in our community service program at [Your Organization], [Intern's Name] has demonstrated exceptional commitment and dedication.

[Intern's Name] has actively participated in various community service projects, including [briefly describe relevant projects]. Their ability to work collaboratively with peers and exhibit strong leadership skills has been remarkable.

I believe that [Intern's Name] would be a valuable asset to your team. Their passion for community service and eagerness to learn make them an ideal candidate for the internship.

Thank you for considering [Intern's Name] for this opportunity. If you have any questions or require further information, please do not hesitate to contact me.

Sincerely,

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