

[Your Name]

[Your Position]

[Your Institution]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Museum's Name]

[Museum's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to recommend [Candidate's Name] for the curatorial internship at [Museum's Name]. Having worked with [Candidate's Name] for [Duration] in my capacity as [Your Position] at [Your Institution], I have witnessed firsthand [his/her/their] dedication, passion, and proficiency in the field of art history and curation.

[Candidate's Name] has demonstrated exceptional skills in [specific skills or experiences related to curatorial work]. For instance, [provide a brief example or anecdote that highlights the candidate's abilities]. These experiences reflect [his/her/their] commitment to [specific aspects related to museum work].

Furthermore, [he/she/they] possesses excellent organizational and communication skills, making [him/her/them] an asset to any team. [He/She/They] collaborates effectively with peers and has shown a remarkable ability to engage with visitors, enhancing the overall experience.

I am confident that [Candidate's Name] would thrive in the curatorial internship at [Museum's Name], bringing [his/her/their] unique perspective and strong work ethic to your team. I wholeheartedly recommend [him/her/them] for this position.

Thank you for considering [Candidate's Name] for this opportunity. If you have any further questions, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Position]