

# Letter of Recommendation

Date: [Insert Date]

To: [Insert Recipient Name]  
[Insert Recipient Title]  
[Insert Company/Organization Name]  
[Insert Company Address]

Dear [Recipient Name],

I am writing to formally recommend an urgent expansion of our current server capacity based on the utilization data we have observed. Our recent analysis indicates that the server load is consistently exceeding optimal thresholds, which poses a significant risk to our operations.

Over the past few months, we have experienced a surge in both user activity and data processing demands, leading to server performance degradation during peak usage times. Specifically, our current metrics indicate that CPU and memory usage have regularly reached critical levels, and with upcoming projects on the horizon, we anticipate further strain on our resources.

To mitigate these risks and maintain our service standards, I strongly recommend that we consider the following actions:

- Increase the number of servers to distribute the load more effectively.
- Upgrade existing server specifications to improve performance.
- Implement a scalable solution that allows for future growth and adaptability.

Investing in an expansion now will not only safeguard our current operations but also position us for future success. I urge you to prioritize this recommendation and allocate the necessary resources for the expansion at your earliest convenience.

Thank you for your attention to this urgent matter. I am happy to discuss this further and provide additional data to support our case.

Sincerely,  
[Your Name]  
[Your Title]  
[Your Company/Organization]  
[Your Contact Information]