

Community Service Hours Verification

Date: [Insert Date]

To Whom It May Concern,

This letter is to verify that [Name of Volunteer], a student at [School/Organization Name], has completed a total of [Number of Hours] hours of community service. The service was performed at [Name of Organization/Location] from [Start Date] to [End Date].

During this time, [he/she/they] participated in the following activities:

- [Activity 1]
- [Activity 2]
- [Activity 3]

We commend [Name of Volunteer] for [his/her/their] dedication and efforts towards serving our community. If you have any further questions, please feel free to contact us at [Contact Information].

Sincerely,

[Your Name]
[Your Title]
[Organization Name]
[Phone Number]
[Email Address]