

Contractor Business Reference Appeal

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally appeal for a reference regarding my work as a contractor on [specific project or projects] completed on [dates]. I appreciate your consideration and support regarding this matter.

During our collaboration, I believe my contributions significantly benefited the project, particularly in [mention specific achievements or responsibilities]. I am confident that a reference from you would effectively reflect my capabilities and professional integrity.

If you could find the time, I would greatly appreciate your feedback on my performance. Your insights would be invaluable not just for future opportunities, but also for enhancing my skills.

Thank you for considering my appeal. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]