

# Reference Verification for Contractor Qualifications

Date: [Insert Date]

To Whom It May Concern,

This letter serves as a reference verification for [Contractor's Name] in relation to their qualifications and experience as a contractor for [Project/Services]. We can confirm that they worked with us on [Project Name] from [Start Date] to [End Date].

During this time, [Contractor's Name] was responsible for [briefly describe responsibilities]. They demonstrated [qualities and skills] and completed the project on time and within budget.

We found [Contractor's Name] to be [insert positive attributes, e.g., reliable, professional, skilled]. We were particularly impressed by [specific instance or achievement].

Should you require any further information, please feel free to contact me at [Your Contact Information].

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]