

Referral Recommendation Request

Dear [Referrer's Name],

I hope this message finds you well. I am reaching out to ask if you would be willing to provide me with a referral recommendation for an internship opportunity at [Company/Organization Name]. I am very excited about the possibility of working there and believe that my skills in [Your Skills/Field] would be a great fit.

Your insight into my abilities during [describe your relationship, e.g., a specific project or class] would be invaluable in supporting my application. I believe your perspective on my work ethic and dedication would greatly enhance my chances.

If you are able to assist me, I would greatly appreciate it. Please let me know if you need any additional information or if there is anything I can do to make this easier for you.

Thank you for considering my request. I truly appreciate your support!

Best regards,
[Your Name]
[Your Contact Information]