

# Referral Recommendation Request

Dear [Referrer's Name],

I hope this message finds you well. I am writing to request a referral recommendation as I am applying for a volunteer position with [Organization Name]. I greatly admire the work they do, and I believe my skills and experiences align well with their mission.

During our time working together at [Previous Organization/Experience], I had the opportunity to [briefly describe relevant experience or project]. I believe that your insights about my contributions and dedication would greatly enhance my application.

If you are comfortable with this, I would be very grateful if you could highlight my [specific skills/qualities] in your recommendation. The deadline for submission is [deadline date], and I can provide any additional information you might need.

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

Warm regards,

[Your Name]

[Your Contact Information]