Job Application Reference Authorization

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Subject: Reference Authorization for Fellowship Application

Dear [Recipient Name],

I am writing to formally authorize [Reference Name] to provide references on my behalf for the [Fellowship Name] application. I understand that this reference will be considered as part of the application process and I appreciate their willingness to assist me.

Please feel free to contact them at [Reference Contact Information] for any additional information required to support my application.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]