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Re: Recommendation for _____

To whom it may concern:

Please allow me the opportunity to submit a glowing recommendation for _____
_____. I believe _____ would make a great addition to your team in the position
of _____.

I met _____ in _____ as follows:

I had the opportunity to get to know _____ better throughout our working
relationship. I believe _____ brings a wonderful determination to everything and will
be an asset to you.

_____'s skills will be a great match for your organization. I would strongly
recommend _____. I can be reached at the email listed above or at _____.

Sincerely,
