

## Sample Character Reference Letter

From:

Name

Position

Company Name

London.

Date

To Whomsoever It May Concern

It is with great pleasure I recommend (Mr. James Winter) whom I have known for the past (4years) while he worked in our company in the position of a (Sales Man). (Mr. James Winter) is a very enthusiastic, sincere and hard-working person. On various instances he has proved his loyalty, honesty and trust-worthiness. To quote one instance from the many, while he was working with our company a competitive company tried to unethically influence him to garner vital information from him. He not only rejected their offer but also brought it to the notice of the concerned authorities, who were able to take immediate legal action.

His kind and compassionate nature comes out in his ever-ready approach to take on any kind of community service that is organized. It is with great pleasure and pride I recommend (Mr. James Winter).

Sincerely,

Signature

(Nicholas Brown)