

Character Reference Letter

To Whom It May Concern:

I wanted to write to tell you about my friend, {Name}, who is one of the best people I have ever met. I am truly lucky to have {him/her} in my life, and I can only hope that I am able to make you see {him/her} the way I do.

My friend {Name} is an amazing person, to say the least. {He/she} is giving and kind and openhearted, and anyone who comes into contact with {him/her} walks away feeling a little bit better about {himself/herself}. {Name} just has that effect on people without even trying.

I have known {Name} for {length of time}, ever since {how/where you met}. Since then, every time I reflect on our friendship, I truly thank my lucky stars that {Name} happened to come into my life. It sounds corny, but it's absolutely true that I would not be who I am today if it weren't for the influence of {Name}.

I have no doubt that {Name} does not need this letter to show you what an incredible human being {he/she} is, but I wanted to write it anyway. I'm sure you'll get many letters just like this about {Name}, which should let you know what kind of fabulous individual you're dealing with here.

I just cannot say enough about {Name}. If you need to call me so I can prove that to you, please feel free to do so at any time.

Sincerely,

{Sender}