**Sample Letter of Support For Individual**

**[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Date]**

**[Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]**

**Subject: Letter of Support for [Individual’s Name]**

**Dear [Recipient's Name],**

**I am writing to express my wholehearted support for [Individual’s Name], whom I have had the pleasure of knowing for [duration] as [your relationship to the individual, e.g., colleague, mentor, etc.]. During the time I have known [him/her/them], [Individual’s Name] has consistently demonstrated qualities of integrity, responsibility, and ambition.**

**[Individual’s Name] has been involved in [describe activities or projects the individual has been involved in], showing exceptional skills in [mention relevant skills or qualities]. It is with this background and knowledge that I recommend [him/her/them] for [mention the purpose, e.g., a particular job, volunteer position, personal endeavor].**

**I am confident that [Individual’s Name] will continue to succeed in [his/her/their] endeavors. For any further information, please do not hesitate to contact me at [your contact information].**

**Thank you for considering this endorsement.**

**Sincerely,**

**[Your Name]**