

**(Name of Organization) VOLUNTEER RECOMMENDATION FORM**

\_\_\_\_\_ has expressed a desire to join the Volunteer program at (Name of Organization). Each applicant must submit two letters of recommendation from a professional or volunteer related reference or any other **unrelated person** who knows or has known them well. **Please write a brief statement of recommendation regarding the prospective Volunteer's character, general attitude, dependability, personality, and ability to cooperate and follow instructions.** You will find an addressed stamped envelop for your mailing. If you have questions, please call the Volunteer Office at (xxx) xxx-xxxx. Thank you for assisting us in this manner.

Date: \_\_\_\_\_

Name: \_\_\_\_\_  
(Please print)

Relationship to applicant: \_\_\_\_\_

Home phone number: \_\_\_\_\_

Work phone number: \_\_\_\_\_

Signature: \_\_\_\_\_

Comments: (If you need additional space, please use the back of this form).