TO

**[Receiver Name]**

[Receiver Title]

**ADDRESS:** **[Receiver Address]**

**EMAIL:** **[Email Address]**

**PHONE:**  **[Home Phone]**

FROM

**[Sender Name]**

**[Sender Title]**

Sub: Military Letter of Recommendation

Dear **[NAME]**

It is with great honour that I write to recommend **[NAME]** in support of his application for the position of **[POSITION]**  
  
I have been his Commander for the last four years and have been utterly impressed with his character and the way he undertakes his assignments.

He has outstanding leadership and organization skills besides being an intelligent, loyal, and reliable person. He loves his country and is ready to fight for it.  
  
I am confident that he will be a valuable addition to your team.

Sincerely,