TO

**[Receiver Name]**

**[Receiver Title]**

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

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

**PHONE: [Home Phone]**

FROM

**[Sender Name]**

**[Sender Title]**

**Sub:** Fraternity Letter of Recommendation

Dear **[Recipient Last name]**

It is with great enthusiasm that I humbly submit this letter to recommend to you **[Aplicant’s name]** as he applies for membership in our fraternal house.

I’ve known  **[Applicant]**  for **[#]** years and we’ve also **[describe what brought you together with the applicant, such as living in the same area, taking the same class, etc.]**. I’ve been a member of **[name of the fraternity]** for [time], and I’m confident she’ll/he’ll be a valuable addition to our fraternity.

**[applicant’s name]** possesses qualifications and attributes that I believe will make him an excellent member of our team. This encompasses, but is not limited to the following:

 **[Describe the applicant’s distinct characteristics and accomplishments that qualify him for membership, and highlight any specific instances where a candidate’s ambition, diligence, charity, academic prowess, or community involvement can be shown.]**

1. e.g. **[applicant]** is social, outgoing, and enjoyable to be around, and she/he clearly understands how to strike a balance between having fun and working on his/her career.
2. Although she spends a lot of time in the library studying to gain a thorough understanding of human behavior, she also spends time volunteering at the Outreach Children’s Home to assist the children in finding loving adoptive parents.
3. **[applicant]** is a remarkable young man of impeccable integrity
4. etc.

I wholeheartedly recommend him/her for admission into our fraternity.

If you require further details, don’t hesitate to get in touch with me at **[email]** or **[phone].**

Sincerely

**[Signature]**

**[Name]**