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 **[Name of the recipient here],**

I have been a member of our **[Name of the fraternity here]** for the past **[The number of years/months]** while studying at **[The name of the University]**, and these have been some of the best years of my life. I recently met **[Write the name of the applicant here]**, who transferred to our university this year and I feel that he would make a perfect addition to our fraternity.

My sister attends the same school that **[Name of the applicant]** went to and confirmed that **[Name of the applicant]** was one of the best students of his year. Besides, he has always been an extremely popular and outgoing individual. He also has a range of positive characteristics confirming his kindness and responsiveness. He organized projects to help poor people at his high school and participated in organizing charity events.

**[Name of the applicant]** has the right balance of a positive attitude and hard work. He has a great personality, and our fraternity needs more people like him. While interacting with him, **[Name of the applicant]** told me of his interest in joining our fraternity. I think he would be great for us, and hence, I am writing this recommendation in hopes that you’ll consider him for our fraternity.

Feel free to contact me if you have any further questions.

Best Regards,

**[Write your signature here]**

**[Write your name here]**