**RECOMMENDATION LETTER FOR A JOB**

Date

Janet Rogers

123 Fake Street

Bloomfield, New Jersey, 07003

Dear Mrs. Rogers,

While I have yet to hear back from Fake Software regarding the status of my job application, I would like to say thank you for the letter of recommendation you sent to Dean Smith. The interview went better than expected and I owe a large part of that to your gracious recommendation letter.

If it weren’t for your recommendation, I feel that I wouldn’t have stood out quite as much from the other applicants as many of them were more qualified for the position. I truly believe that your endorsement of my character put me ahead of the pack.

Thank you once again for your letter of recommendation. I know you have a busy schedule and it means so much to me that you would take the time to write such an impactful letter. Please don’t hesitate to give me a call in the future if there is any way I can be of service to you.

All the best,

Sincerely

Ben Mascotty