**LETTER TEMPLATE**

**EAGLE SCOUT LETTER OF RECOMMENDATION**

**[Name],**

Thank you for agreeing to provide me with a letter of reference! I’m a Life Scout in **[Your troop],** and a candidate for the rank of Eagle Scout.

As the final step in my Scouting career, I’ll be undergoing an Eagle Scout Board of Review and collecting references that provide a more comprehensive view of my activities and character outside of Scouting. An Eagle Scout candidate must have completed at least 21 merit badges, served in multiple troop leadership roles, and demonstrated values of the Scout Oath, and Scout Law in their daily lives. For your reference, I’ve added the Scout Oath and Scout Law at the bottom of this email.

I really appreciate you agreeing to be one of my references, as well as the continued support you’ve provided for me over the years. The contents of your letter will not be shown to or discussed me or with anyone not who is not a member of the Eagle Scout Board of Review. Of course, you are free to discuss the information with me afterward, if you so desire, but you are under no obligation to do so. Please submit your letter of reference to **[email address or mailing address]** by **[letter deadline]**. **[Or, you can say that a council member will contact them]**

Once again, thank you so much for your time and continued support!

All the best,

**[Your name]**