

Heartfelt Internship Reference Letter

Subject: Recommendation for [Intern Name]

Dear [Recipient Name],

It is with great pleasure that I write this letter recommending [Intern Name] for their upcoming internship opportunities. Throughout their tenure at [Company Name], [Intern Name] exhibited remarkable enthusiasm, dedication, and professionalism.

They demonstrated excellent teamwork, communication skills, and creativity, contributing positively to every project. I have no doubt that [Intern Name] will bring the same commitment and passion to future opportunities and I wholeheartedly endorse them.

Warm regards,

[Your Name]

[Position]

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