

# Character Reference Letter For a Friend

From,

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To,  
Forrest Ray  
191-103 Integer Rd.  
Corona New Mexico 08219  
Subject: (\*\*\*\*\*)

It is with pleasure that I recommend my dear personal friend, Irene Norton, for membership in the Rotary Club. I have known Irene for twenty years now and can attest to her character and her compassion. As the founder of Irene's Bake Shop and mother to two beautiful children who study in the public school system, Irene is an active member of the community. She would surely make a perfect addition to the Rotary Club and carry forth our mission to serve the Community.

I first met Irene when her family shifted to the house in our lane. We quickly found that our paths crossed not only as neighbors, but also a parent in that same parent's teachers association. Our families have become close over the years, and we have worked together as volunteers for many neighborhood events, like the annual Halloween scavenger hunt and the New year block party. We have even conducted charity drives for the orphanage next week. Irene has never ceased to impress me with her commitment and passion to the betterment of our community. With her selfless nature and skill for organizing community events, Irene lives by our Club's primary motto, "Service above the self."

As the owner and manager of Irene's Bake Shop, which is situated on the 7th Mulberry Street, she is well known in the area for passionate and friendly nature as much as she is known for her butter croissants. She supplies baked goods like cookies, desserts, and bread to local restaurants in the area and is known for her cakes. Irene also makes it a point to employ local students as part-time cashiers and helpers and makes regular donations to several causes and even sets up funds for disasters like the earthquake we had last year. Her contributions have uplifted many people in town. I think, joining the Rotary Club will allow her and enable her to continue her leadership and charity drives in the community further.

As a friend, Irene is a lovely person and a true friend. She is warm, reliable, and considerate, and my kids have spent many snowy days mixing cookie dough and learning how to decorate cakes in her kitchen. Irene has built her business from scratch and has worked hard to ensure its success. I think she deserves the success she has as a parent and as a local bakery owner. He works hard to get it and has the battle scars to prove it.

To summarise, Irene is a truly outstanding citizen with great commitment to the community. She brings with her enthusiasm and passion, and I am confident that she will continue to serve the town in the best way possible, as the newest Rotarian.

Please feel free to call me for further information. Thank you very much for your consideration.

Yours Sincerely,  
(Signature)  
Hiroko Potter  
<Your address and phone number>