**Letter of Recommendation Template for Friend**

[Your Name]

[Street Address]

[City, State ZIP Code]

October 21, 2024

[Recipient Name]

[Title]

[Company Name]

[Street Address]

[City, State ZIP Code]

Dear [Recipient Name],

I am delighted to write this letter of recommendation for Jasmine Ogbonna, someone I've had the privilege of knowing for two decades.

Throughout our long association, Jasmine has consistently demonstrated exceptional qualities of integrity, responsibility, and ambition. She is unquestionably a natural leader, always taking the initiative rather than simply following the crowd. In addition to her impressive academic achievements, Jasmine has showcased her remarkable leadership skills by founding a hockey league in North Dakota. Through this endeavor, she has provided young individuals with an invaluable platform to compete and learn the values of sportsmanship.

Jasmine's reliability and her ability to work effectively within a team are equally noteworthy. Her sound judgment and mature perspective consistently guide her towards a logical and pragmatic approach to every challenge she undertakes.

I wholeheartedly endorse Jasmine as an asset to any organization. Her exceptional qualities and dedication make her a standout candidate, and I have complete confidence in her ability to excel in any role she takes on.

Sincerely,

[Your Name]

[Title]