Dear Sir or Madam,

I am writing a letter of recommendation for **{Name}**, who is hoping to earn the rank of Eagle Scout in the Boy Scouts of America.

I am **{Name}**'s **{relationship to candidate}** and I have known him for **{number}** years. In that time I have found him to be a loyal, courteous and friendly young man who takes his duty to his community very seriously.

In my time knowing **{Name}** I have been in charge of organizing **{event, community service, etc.}**. **{Name}** very quickly established himself as a natural leader. He organized **{project}** and inspired the other workers with his cheerful disposition and hard work.

I understand that being an Eagle Scout means being eager to help those in need, to obey Scout Law and to improve strength, thought and morality in order to do one's duty. I can think of no finer example of these qualities than **{Name}**. He has been an inspiration to his peers when it comes to selflessness and community service.

Thank you,

**{Sender}**