To The Eagle Scout Board of Review:

I have known <<Scout’s full name>> for more than ten years, and have found him to be an outstanding young man.

He is reliable and hardworking – something to which I am certain his current employers and teachers will also attest.

<<Scout>> has been extremely active in Scouting, both in working towards his Eagle rank and in assisting the younger Scouts in his Troop to advance and to enjoy the Scouting experience.

I wholeheartedly recommend <<Scout>> as an Eagle Scout. I have absolutely no doubt he will live up to all that is expected of him, now and in the future, as a member of this elite group.

If you’re writing as an employer or someone who interacts in a public setting with the Scout, then you should mention how the Scout uses his leadership and Scout training, as well as the Scout Oath and Law in those settings.