To Whom It May Concern:

I am writing this letter as a recommendation for Mr. John Romero who is known to me since our college years.

We have been together in several business endeavors that, if I may mention, are very successful enterprises. They were the best deals in my business career and I hope to collaborate with him again if I have the chance to do so.

Personally, he is a good acquaintance of mine and he has helped tremendously in my personality development. This is so since he has a very amiable and cheerful personality that hides a keen intelligence and high degree of education.

Therefore, I feel that you would profit from his services, which I personally approve that you would have. He will greatly improve the performance of your company and your work force.

With much hope and prayers, I am sending him to appear to you in person so you could judge him personally. I asked him to bring his credentials with him so you could peruse them for your own reference.

I hope this recommendation will bring you further along in your path. Thank you.

Sincerely yours,  
Jean Marie Brown  
Customer Service Manager