

[Your Name]
[Your Title/Position]
[Your Company/Organization]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title]
[Recipient's Organization]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my wholehearted endorsement of [Candidate's Name] for the position of [specific position or program] within the Certified General Accountants (CGA) framework. Over the past [time period], I have had the pleasure of working closely with [Candidate's Name] and have consistently been impressed by [his/her/their] professionalism, dedication, and expertise in the field of accounting.

[Provide a brief description of your relationship with the candidate and your qualifications to make this endorsement. Include specific examples of the candidate's skills, achievements, and contributions.]

I am confident that [Candidate's Name] possesses the necessary attributes to excel in this role, exemplifying the values and standards upheld by the CGA. [He/She/They] demonstrates a keen understanding of accounting principles, a commitment to ethical practice, and a passion for continuous learning.

In conclusion, I strongly endorse [Candidate's Name] for [specific position or program] and believe [he/she/they] will contribute significantly to the CGA community. Please feel free to contact me at [phone number] or [email address] should you require any further information.

Thank you for considering this endorsement.

Sincerely,

[Your Name]
[Your Title/Position]