

[Your Name]
[Your Title/Position]
[Your Organization/Company]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[DC Police Department]
[Department Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to wholeheartedly recommend [Candidate's Name] for a position with the DC Police Department. I have had the pleasure of knowing [him/her/them] for [duration] in [capacity] and have consistently been impressed by [his/her/their] [qualities, skills, or experiences relevant to law enforcement].

[In this paragraph, provide specific examples of the candidate's skills, achievements, or characteristics that make them a strong candidate for the police department. Discuss any relevant volunteer work, training, or education they may have completed, as well as their commitment to community service or public safety.]

[In this paragraph, highlight any personal traits or soft skills that would contribute to the candidate's success in law enforcement, such as integrity, communication skills, teamwork, and leadership.]

I am confident that [Candidate's Name] would serve the DC Police Department with the same dedication and professionalism I have witnessed during our time together. [He/She/They] will be an asset to your team and the community.

Please feel free to contact me at [your phone number] or [your email address] if you require any further information or specific examples regarding [Candidate's Name]'s qualifications.

Thank you for considering this recommendation.

Sincerely,

[Your Name]
[Your Title/Position]