

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Position]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to recommend [Applicant's Name] for a KWSP loan. As a [Your Relationship to the Applicant, e.g., manager, colleague, etc.], I have had the pleasure of working with [him/her/them] for [duration] and can attest to [his/her/their] financial responsibility and commitment to meeting obligations.

[Applicant's Name] has demonstrated [specific qualities or experiences that illustrate the applicant's suitability for the loan, e.g., stable employment, good credit history, etc.]. [Provide examples of relevant achievements or circumstances that support the recommendation.]

I believe that [Applicant's Name] will be an ideal candidate for the KWSP loan, and I have no doubt that [he/she/they] will use the funds responsibly and effectively.

Please feel free to contact me at [your phone number] or [your email address] should you require any further information or clarification.

Thank you for considering this recommendation.

Sincerely,

[Your Name]
[Your Position, if relevant]