

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[Organization/Agency Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: PNP Endorsement for [Applicant's Name]

I am writing to formally endorse [Applicant's Name] for [specific purpose, e.g., membership, program, opportunity] within the Philippine National Police (PNP).

[Provide a brief introduction about yourself and your relationship with the applicant.]

[Discuss the qualifications and attributes of the applicant that make them suitable for the endorsement. Include specific examples of their skills, experiences, or achievements relevant to the PNP.]

[Conclude by reiterating your strong support for the applicant and your confidence in their ability to contribute positively to the PNP.]

Thank you for considering this endorsement. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you require any further information.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]

[Your Position/Title]

[Your Organization]