

[Your Name]
[Your Title/Position]
[Your Organization]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
[Regulatory Agency or Organization]
[Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to recommend [Candidate's Name] for a TLC (Taxi and Limousine Commission) license. I have had the pleasure of knowing [Candidate's Name] for [duration] in my capacity as [your relationship to the candidate, e.g., supervisor, colleague, etc.].

[Candidate's Name] has demonstrated outstanding qualities that I believe make them an excellent candidate for this license. [He/She/They] have shown a strong commitment to [professionalism, safety, customer service, etc.], which is essential in the transportation industry.

Throughout our time working together, [Candidate's Name] has [provide specific examples of relevant experience or skills, such as driving experience, knowledge of the local area, or handling customer interactions]. These experiences have equipped [him/her/them] with the skills needed to excel as a TLC driver.

Furthermore, [Candidate's Name] possesses an exceptional work ethic and a dedication to providing a safe and reliable service to the community.

[He/She/They] have consistently demonstrated [attributes/qualities, such as punctuality, patience, integrity, etc.].

I am confident that [Candidate's Name] will uphold the standards and responsibilities required of a TLC driver. I strongly support [his/her/their] application for a TLC license and believe that [he/she/they] will be an asset to the industry.

Thank you for considering this recommendation. Should you have any further questions, please do not hesitate to contact me at [your phone number] or [your email address].

Sincerely,

[Your Name]
[Your Title/Position]
[Your Organization]