

From,

(Name of the correspondent)

(Address of the sender)

(Mention designation)

(Company Name)

(Date)

To,

(Name of the recipient)

(Address of the recipient)

(Mention designation)

(Company Name)

Subject- Recommendation Letter for The Financial Planner.

Dear [mention addressee's name],

It is my pleasure to recommend (mention name) for the position of financial planner with your company. I have known (him/her) for a period of over (mention timeline) and we have taken several projects together and worked on them.

During that time I have gotten to know (mention name) quite well, and I can vouch for (her/his) abilities and professionalism.

(Mention name) is a pleasure to work with because (his/her) productivity and attitude, which can make things seem fun and exciting. (She/he) generally, become the leader of our group project and made sure that everyone receives similar amounts of work.

(She/he) is a quick learner and showed us the potential to learn broad things instantly. (Mention name) has manifested the ability to present (his/her) ideas in both the verbal and the written structures.

As a financial planner, his/her day-to-day work consists of preparing details of current revenue, liabilities, insurance coverage, tax status, financial purposes, risk susceptibility, and other information, making reliable financial plans to ensure that the company meets its budgetary goal, developing the best plans and budgets in order to achieve financial stability, design new models to personalize financial plans to meet the company's changing requirements.

I am highly recommending (him/her) for the opportunity you have available in your company. It is very similar to the job role (he/she) holds here). Feel free to contact me regarding any additional information about (mention name)

I thank you in advance and look forward to your reply.

Yours sincerely,

(Mention name)

(Signature of the sender)