[Your Name]

[Job Title]

[Address, Zip Code]

[Phone]

[Email]

[Date]

[Addressee's Name]

[Job Title]

[Name Of The Institution]

[Address, Zip Code]

[Phone]

[Email]

Sub- Recommendation for drama students.

Dear [Addressee's Name],

Through this letter, I want to recommend [Their Names] in your [Institution Name] as drama students. I can assure you that they are immensely good at acting and quite popular in this field.

They are known to me for long [Length Of Time], and I have watched their performance for many times. Their performance is at its peak. They have experience of [Time]. Their talent, acting skill in drama have made them able to portray any role effectively.

They have already participated in many dramas and have done some drama courses like [Name Of The courses] and have good knowledge.

They are hardworking and creative. They perfectly know how to draw the attention of the audience. They have excellent stage presence. They bring their roles to life. I am sure they will be a great addition to your [Name Of The Institution]. Therefore, I recommend them as drama students.

For queries, please contact me.

Sincerely,

[Your Name].