

(Official Letterhead)

**Butte County SAR
1234 Woods Dr
Sartown,VA 12345**

November 1, 2011

To Whom It May Concern,

As the *(Insert Title)* for *(Name of Authority Having Jurisdiction (AHJ), Public Safety agency, Institution of Higher Learning or Non-Governmental Search and Rescue Team/Unit)*, I recommend *(Insert Name)*, as an *(Insert Position)*** candidate for NASAR.

Sincerely,

Signature required from authority who is authorized under state and/or federal law to act as a representative of their agency.

***Position can be for Instructor, Instructor Trainer, Evaluator or Lead Evaluator.