



# BOY SCOUTS OF AMERICA

## LAKE ERIE COUNCIL

This is a request for a reference letter for Eagle Scout Candidate:

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Unit # \_\_\_\_\_

Date \_\_\_\_\_

Greetings

I have submitted your name as a person that is familiar with me who would be willing to provide a letter of reference concerning my character and substance. Please include as much pertinent information as possible, such as: how long and under what circumstances you have known me, what is your opinion of my character, and what are my interests and activities. The letter should be as long as needed to convey your feelings. There is no form to be used, just a written reference on plain paper will work just fine. This information is very important in helping the members of the Eagle Board of Review to make a fair judgment as to my character. Please include my full name in your letter to eliminate any confusion. The reference letter should be sent to:

Heather McMillan  
c/o Lake Erie Council  
PO Box 93388  
Cleveland, OH 44101-5388

Or email to: [LECEagleLetters@scouting.org](mailto:LECEagleLetters@scouting.org)

It would be extremely helpful if you would put my Unit Number (above) and my first initial and last name at the bottom of the envelope so that it can be easily matched with my Eagle Scout application at the office. If emailing the letter, please put this information in the subject line.

All information in this letter will be held in strict confidence. The letter will be destroyed after the Board of Review is completed. It will NOT be shown to me.

I hope that you would give writing this important letter a priority in your busy day. Thank you in advance for doing this to help me to achieve the Eagle rank.

Sincerely

\_\_\_\_\_  
Eagle Scout Candidate

**Prepared. For Life.™**

