



330 Danforth Tech RCACS - Reference/Support Letter Request Form

The following form must be completed and submitted to the Commanding Officer (CO) no later than two weeks prior to the requested completion date when requesting a reference/support letter on behalf of the squadron. All forms will be emailed on squadron letter head with a digital signature unless requested otherwise. Your accurate and detailed completion of this form will ensure an effective letter of support/recommendation is provided. Forms must be submitted directly by the cadet requesting the letter.

Rank: _____ First Name: _____ Last Name: _____

Year of Enrolment: _____ Gender: M / F Age: _____

Email Address: _____

Training Level (circle one): Level 1 Level 2 Level 3 Level 4 Level 5

Name of Organization Requesting Letter: _____

Purpose of Letter:

Squadron Teams you are CURRENTLY a part of:

Awards or Recognition Achieved throughout Membership in 330 Squadron:

Optional Activities you have Participated in THIS Training Year (i.e. poppy drives, etc.):

Other Requested Items to be Highlighted in the Letter:

Date Letter Requested (two week lead time required): _____