**{Your address}**

**{City, State, Zip}**

**{Date}**

**{Recipient}**

**{Recipient's address}**

**{City, State, Zip}**

Dear Sir or Madam,

It is my great pleasure to recommend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as a nanny. She has been caring for our 2-year-old son since he turned four months old in November 2006.

\_\_\_\_\_\_\_\_\_\_\_\_\_ is bright, reliable, and affectionate. She is also well-versed in child development, both due to her university studies and a natural affinity toward children. She relates to our son in such a delightful way, turning practically everything into a fun game. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ knows how to structure time well, but is also flexible. She is as comfortable helping our son through a preschool workbook as she is creating art projects out of sticks and leaves.

It was \_\_\_\_\_\_\_\_\_\_\_'s idea to plant a garden in a small patch of our backyard. The two of them worked on it every day, and now there are marigolds and pansies growing where there was nothing before!

We feel fortunate to have had \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in our home. We are convinced that our son owes much of his positive development to her presence. Her approach to caring for \_\_\_\_\_\_\_\_\_\_\_ complements our parenting well, as she respects our personal philosophies while being confident enough to independently make day-to-day decisions regarding our son.

Please don't hesitate to contact me if you would like to hear more about our experiences with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Sincerely,

**{Name}**