

West University
Houston, Texas
July 13, 2015

Mebs Sayani, DDS
Ranchlands Dental
7750 Ranchview Drive NW
Calgary, Alberta

Subject: Request for Reference Letter for a volunteer position with Kindness In Action

Dear Mebs,

Working with you to achieve patient goals was a pleasure. With your knowledge and experience, I admire your dedication to helping others voluntarily. You are a role model of what I would like to achieve when helping others. I would like to apply for a volunteer position with Kindness In Action and was hoping to get a reference letter from you for my application.

I am very interested in volunteering abroad to help individuals who are less fortunate. I want to educate people on good oral health habits as well as clean teeth for those who have not had the luxury of easy access to dental cleanings. With the 5 years of experience I have, I am ready to indulge in something other than a clinical setting.

If it is not too much to ask, I would really appreciate you helping me achieve my goal by writing a few things about me since we worked together in the past. Since you are the secretary of Kindness In Action, I was hoping you could support my interest in my desire to volunteer.

If you need any further information, you can email me at zahsurani@gmail.com

Thank you for your time.

Sincerely,

A handwritten signature in black ink, appearing to be 'ZS' with a long horizontal stroke extending to the right.

Zahra Surani, RDH