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Subject: Nomination of [Nominee's Full Name] for [Position/Award/Honor]

I am honored to nominate [Nominee's Full Name] for the [Position/Award/Honor]. Having had the privilege of working closely with [Nominee's Full Name], I can attest to their outstanding qualifications, achievements, contributions, etc. As a [your relationship to the nominee, e.g., colleague, supervisor, etc.], I have witnessed their dedication, expertise, and remarkable impact

(In the second paragraph, emphasize the nominee's unique qualities and contributions that set them apart from others. Express your confidence in their ability to excel in the role or receive the award.)

I believe [Nominee's Full Name] is the perfect choice for this recognition, and I wholeheartedly support their nomination. Please do not hesitate to contact me at [Your Phone Number] or [Your Email Address] if you require any additional information or have questions regarding this nomination.

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L Cohen



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