

This is a fictional example of a letter of support.

**Letter of Support – Volunteer Service Award Nomination (Community and Social Services Category)**

February 19, 2026

Town of Orangeville  
Community Recognition Awards Committee  
Orangeville, Ontario

Dear Members of the Selection Committee,

I am writing to offer my full support for the nomination of Sarah Thompson for the Volunteer Service Award in the Community and Social Services category. I have volunteered alongside Sarah at the Orangeville Food Bank for the past five years, and during that time I have come to know her as an exceptionally dedicated, compassionate, and reliable member of our volunteer team.

Sarah consistently demonstrates a strong commitment to serving others. She arrives prepared, takes initiative, and is always willing to step in wherever help is needed. Whether we are sorting donations, preparing hampers, or assisting during busy distribution periods, Sarah approaches every task with care and professionalism. Her reliability ensures that programs run smoothly, and her presence makes a noticeable difference in our ability to serve the community effectively.

What I admire most about Sarah is her kindness toward both clients and fellow volunteers. She treats everyone with dignity and respect, and she has a natural ability to make people feel welcome and comfortable. I have seen firsthand how her calm and friendly demeanor helps create a positive environment, especially during busy or stressful times. She is also quick to offer support to new volunteers, helping them learn the process and feel included.

Sarah's dedication extends beyond simply completing tasks. She genuinely cares about the people we serve and the impact of our work. She often stays longer when additional help is needed and volunteers extra time during peak seasons, such as the holidays. Her commitment reflects a deep sense of responsibility and compassion for the Orangeville community.

As a fellow volunteer, Sarah has inspired me and others through her example. Her positive attitude, strong work ethic, and selfless approach remind us all why

volunteerism is so important. She embodies the spirit of community service and makes Orangeville a better place through her actions.

I am honored to support Sarah's nomination and strongly believe she is highly deserving of this recognition. Her contributions have had a meaningful and lasting impact on both the organizations she serves and the people who rely on them.

Sincerely,

Jennifer Collins

Volunteer, Orangeville Food Bank

Orangeville, Ontario