Nov. 18, 2012

Dear [Name of Service Credit Supervisor):

This letter certifies that [Student's Name] worked for 6 hours on November 11, 2012 at the West Side Community Garden. His main tasks were clearing weeds and twigs, digging up the earth, and planting dozens of tulip bulbs which will be the main attraction in our Spring Tulip Festival 2013. This is hard work, and the students deserve all the credit we can give them.

Thank you for sending us student service volunteers—please send more. We need community volunteers all year round. Students may contact me at any time to volunteer.

Sincerely,

signed: [Signature]

Name of WSCG contact: Randa Kirshbaum

Phone: h 212 866 2204
Email: randafay212@gmail.com