<Today’s Date>

<Sponsor Contact Information>

<Name>

<Address>

<city, state, zip>

<ASPS member number>

Re: <name of person being sponsored>

To: ASPS Member Services

I would like to sponsor <name of person being sponsored> for membership in the American Society of Plastic Surgeons. I have known <name of person being sponsored> for <number of years> and can attest that he/she is competent and a person of high moral and ethical stan­dards. He/she will make a great addition to our society.

Sincerely,

<sponsor name>