



**To:** Eagle Scout Candidate Reference  
**From:** Bay-Lakes Council Advancement Committee

You have been asked to prepare a letter of recommendation by an Eagle Scout candidate. What an honor! This Scout is seeking Boy Scouts of America's highest honor, the rank of Eagle Scout, earned by only four percent of the youth who have joined the Scouting program. **Thank you** for helping this Scout on their journey to Eagle.

The goal of the letter of recommendation is to highlight virtues in a credible and succinct way. To help you with your letter of recommendation, please complete the following:

1. Describe the candidate's adherence to the Scout Oath and Law (use worksheet on page 2).
2. Write a paragraph in your own words regarding the Scout's character, leadership, performance of tasks, and any other relatable examples. Please be objective in this letter. You can use the space available on page 3 or attach a separate sheet if you prefer.
3. Once completed, please place your 'worksheet and letter of recommendation' into the pre-addressed envelope the candidate has provided you and deliver to the specified adult leader from their unit/district. **Seal the envelope and do not share your letter with the Eagle Scout candidate.** Or, send via email to the Scout's Adult Leader listed below and they will print it out and put it in a sealed envelope for submitting.
4. Please complete and send within two weeks.

<p><b>Scout Motto:</b> Be Prepared</p> <p><b>Scout Slogan:</b> Do a Good Turn Daily</p> <p><b>Scout Oath:</b></p> <p><b>On my honor I will do my best to do my duty to God and my country and to obey the Scout Law; to help other people at all times; to keep myself physically strong, mentally awake, and morally straight.</b></p>	<p><b>Scout Law:</b> The Scout Law has 12 points. Each is a goal for every Scout. A Scout tries to live up to the Law every day. It is not always easy to do, but a Scout always tries.</p> <p><b>A Scout is:</b></p> <table border="0"><tr><td><b>TRUSTWORTHY</b></td><td><b>OBEDIENT</b></td></tr><tr><td><b>LOYAL</b></td><td><b>CHEERFUL</b></td></tr><tr><td><b>HELPFUL</b></td><td><b>THRIFTY</b></td></tr><tr><td><b>FRIENDLY</b></td><td><b>BRAVE</b></td></tr><tr><td><b>COURTEOUS</b></td><td><b>CLEAN</b></td></tr><tr><td><b>KIND</b></td><td><b>REVERENT</b></td></tr></table>	<b>TRUSTWORTHY</b>	<b>OBEDIENT</b>	<b>LOYAL</b>	<b>CHEERFUL</b>	<b>HELPFUL</b>	<b>THRIFTY</b>	<b>FRIENDLY</b>	<b>BRAVE</b>	<b>COURTEOUS</b>	<b>CLEAN</b>	<b>KIND</b>	<b>REVERENT</b>
<b>TRUSTWORTHY</b>	<b>OBEDIENT</b>												
<b>LOYAL</b>	<b>CHEERFUL</b>												
<b>HELPFUL</b>	<b>THRIFTY</b>												
<b>FRIENDLY</b>	<b>BRAVE</b>												
<b>COURTEOUS</b>	<b>CLEAN</b>												
<b>KIND</b>	<b>REVERENT</b>												

- Your worksheet and letter, combined with four or five others, will be considered by the Eagle Scout Board of Review when it meets to assess the candidate's application for the rank of Eagle. The sealed envelope will be opened and read by the Board of Review Team only, and then destroyed.
- If you have any questions, you may contact the Scout's adult leader:

***Please mail completed form/letter to this leader.***

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

*Thank you on behalf of the Bay-Lakes Council Advancement Committee.*

## Confidential Letter of Recommendation for Eagle Scout Award Worksheet – (To Eagle Board of Review)

**Scout Name:** (Please print) \_\_\_\_\_ **Troop #:** \_\_\_\_\_

The Eagle Scout Rank requires the Scout to **demonstrate that they live by the principles of the Scout Oath and Law in their daily life.** Provide your views on the candidate's character along with specific examples.

**RATING CODE:** E = Excellent G = Good NI = Needs Improvement U = Unknown

	<b>CODE</b>	<b>EXAMPLE</b>
<b>Trustworthy:</b> A Scout tells the truth, is honest and keeps promises. People can depend on this Scout.		
<b>Loyal:</b> A Scout is true to family, friends, Scout leaders, school, community, and nation. A Scout is loyal to those to whom loyalty is due.		
<b>Helpful:</b> A Scout cares about other people. A Scout helps others without expecting payment or reward.		
<b>Friendly:</b> A Scout is a friend to all other Scouts. A Scout offers friendship to people of all races, religions, and nations, and a Scout respects them even if their beliefs and customs are different.		
<b>Courteous:</b> A Scout is polite to people of all ages and positions. A Scout understands that using good manners makes it easier for people to get along.		
<b>Kind:</b> Scouts treat others as they want others to treat them. A Scout knows there is strength in being gentle. A Scout does not harm or kill any living thing without good reason.		
<b>Obedient:</b> A Scout follows the rules of the family, school, and troop. Scouts obey the laws of their communities and countries. If a Scout thinks these rules and laws are unfair, then change is sought in an orderly way.		
<b>Cheerful:</b> A Scout looks for the bright side of life. A Scout cheerfully does assigned tasks, and tries to make others happy, too.		
<b>Thrifty:</b> Scouts work to pay their own way and to help others. Scouts save for the future. A Scout protects and conserves natural resources, and is careful in the use of time, money, and property.		
<b>Brave:</b> A Scout faces danger even when afraid. A Scout does the right thing even when doing the wrong thing or doing nothing would be easier.		
<b>Clean:</b> Scouts keep their bodies and minds fit. A Scout chooses friends who also live by high standards. A Scout helps keep the home and community clean.		
<b>Reverent:</b> A Scout is reverent toward God. A Scout is faithful in fulfilling religious duties. A Scout respects the beliefs of others.		

## **Confidential Letter of Recommendation for Eagle Scout Award**

**For Scout:** \_\_\_\_\_  
*(Print Name)*

**Troop #:** \_\_\_\_\_

### **TO: Eagle Board of Review**

I have known Scout \_\_\_\_\_ for \_\_\_\_\_ years and \_\_\_\_\_ months, and submit the following information based upon my personal knowledge of this Scout.

Relationship to the Eagle Scout Candidate: \_\_\_\_\_

I understand the Eagle is the highest rank in Scouting and I (do) \_\_\_\_\_ (do not) \_\_\_\_\_ recommend this award.

Your Name (Please print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Use the below space to write your letter of recommendation, or you can attach a separate sheet, if you prefer.  
Please type or print legibly.**

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

Thank you very much for your assistance in this important matter!

**EXPECTATION OF PRIVACY:** Persons who provide letters of recommendation for Eagle Scout candidates should expect that their words and thoughts will be private communications to the members of the Eagle Board of Review. By national policy, no one is to copy, read aloud, or give the letter to anyone other than the members of the Board of Review. After the Board of Review is conducted, the letters shall be destroyed. *The letter will not be given to the Scout.*