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## A.A. Character Reference Letter Guide

### Who to ask:

- Your sponsor
- Your meeting secretary
- Your “meeting buddies”
- Fellow A.A.’s with long-term sobriety

[DATE: MM/DD/YYYY]

To Whom It May Concern,

My name is [first and last name of author], and it is with great pleasure that I write this character reference letter for [first and last name of defendant]. As a member of Alcoholics Anonymous, I have known [defendant's name] for [amount of time: months, years, etc.]. In that time, I have known [defendant's name] to be a prime example of our program. I have seen [defendant's name] take a proactive approach in his recovery and have seen him prioritize his sobriety above everything else.

I regularly see [defendant's name] at the [day, time, or name, and location of meeting]. [Talk about defendant's active role in Alcoholics Anonymous, including commitments, service, and the sharing of experience, strength, and hope.]

[Continue to talk about defendant's journey from newcomer to proactive member of A.A. Talk about the importance of defendant within the fellowship and what positive impacts defendant has had on fellow A.A.'s]

I hope this letter has been able to paint an overall picture of the type of person [defendant's name] is today; someone who is sober, kind, giving, and dedicated to a life of service to help those who struggle with addiction. Should there be a need, I am happy to provide additional information.

Sincerely,

[Author's first and last name]

[job title]

[Address]

[email]

[phone number]

07/10/2023

To Whom It May Concern,

My name is Jane Smith, and it is with great pleasure that I write this character reference letter for Mr. John Doe. As a member of Alcoholics Anonymous, I have known John for nearly 2 years. In that time, I have known John to be a prime example of our program. I have seen John take a proactive approach in his recovery and have seen him prioritize his sobriety above everything else.

I regularly see John at the Primary Purpose Participation Meeting on Tuesday nights and the Living Well Speaker meeting on Thursday nights in Anaheim. I've seen him take commitments, reach out to newcomers, and offer his helping hand to anyone who may need it. As an active member of our program, he is an integral part of our fellowship. I cannot put into words the value John adds by sharing his experience, strength, and hope at every meeting. He carries a message of weight and depth that cannot be measured. There is no doubt in my mind that his presence in the rooms of Alcoholics Anonymous is crucial – it is in these rooms where I believe he will make the most positive impact on society, by remaining sober and helping others recover.

Our program emphasizes personal responsibility, self-discovery, and personal growth. I am happy to say that I see these principles reflected in John. He is developing a deep understanding of who he was, who he is today, and who he can become if he remains at the center of A.A. As John moves forward, day by day, step by step, I see a wonderful, healthy, and productive life ahead of him.

I hope this letter has been able to paint an overall picture of the type of person John is today; someone who is sober, kind, giving, and dedicated to a life of service to help those who struggle with addiction. Should there be a need, I am happy to provide additional information.

Sincerely,

Jane Smith

IT Manager at Tech Company

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