

Example of a letter of reference for specialized permit application:

Dr. Jane Doe
California Herpetology Research Institute
1234 Salamander Lane
Sacramento, CA 95814

July 21, 2025

To Recovery Permit Coordinator,

I am writing to recommend Richie Gomes for a permit to conduct genetic material collections for the California Tiger Salamander (CTS). Richie has been under my supervision for the past two years, during which he has shown exceptional proficiency and dedication in herpetological research.

Field Experience:

- Dates and Hours: January 2023 - June 2025, approximately 500 hours
- Activities Conducted: Genetic material collection (tail and toe clips, swabbing for chytrid)

Genetic Collections and Observations:

- Willow Creek Pond, Sacramento County: CTS and Western Toad
- Sunset Mitigation Marsh, Sacramento County: Pacific Tree Frog and Western Toad
- Blue Heron Pond, Yolo County: CTS and Bullfrog
- Golden Meadow Mitigation Wetland, Yolo County: Pacific Tree Frog and Bullfrog
- Eagle Nest Mitigation Pond, Solano County: CTS and Western Toad
- Silver Lake Marsh, Solano County: Bullfrog and Pacific Tree Frog
- Cedar Grove Pond Biological site, San Joaquin County: CTS and Western Toad
- Maple Leaf Wetland, San Joaquin County: Bullfrog and Pacific Tree Frog
- Oak Ridge Cow Pond, Stanislaus County: CTS and Western Toad
- Pine Valley Creek Vernal Wetlands, Stanislaus County: Pacific Tree Frog and Bullfrog

Richie has successfully collected genetic material from various amphibian species. His meticulous approach ensures minimal harm to the individuals while obtaining valuable genetic data. Notably, CTS was found at one-third of the sites, highlighting the importance of these genetic studies for conservation efforts.

Richie's ability to independently conduct genetic material collection and his thorough understanding of amphibian habitats and behavior are commendable. His work is both scientifically robust and ethically sound, making significant contributions to the field of herpetology.

I am confident in Richie's capabilities to conduct these genetic collections independently and believe he will continue to make valuable contributions to the study and conservation of the California Tiger Salamander. Please feel free to contact me if you require any further information.

Sincerely,

Dr. Jane Doe

Permit Number: 1234512345-2