

Character Reference Letters

Original license applications require three character references from persons who have personal knowledge and can attest to an applicant having:

- (a) temperate habits
- (b) good character, and
- (c) recommends the applicant as a person suitable to be entrusted with the duties of the station for which he/she makes applications.

Suggested Character Reference Letter

Current Date

To US Coast Guard
Regional Exam Center

I certify from personal knowledge that _____ is a person of temperate habits and of good character. I hereby recommend him/her as a suitable person to enter a Steersman of Towing Vessels training program and to be entrusted with the duties of that position.

Sign the letter

Your name (Type or print your name.)

Your address

City, State, Zip code

Your phone number

Your occupation or position

Character reference letters are not required to be notarized.