

HARTFORD CITY BAND, Inc.
DOUG AND MARGARET SMITH SCHOLARSHIP
REQUEST FOR REFERENCE

_____ is applying for the Doug and
Applicant's Name
Margaret Smith Scholarship. This is a \$2000 scholarship awarded annually to the
most deserving applicant.

Please use the following list as an AID ONLY while writing your letter of
recommendation. Feel free to include other information that will guide the
Scholarship Selection Committee in choosing the recipient of this scholarship.

1. Background – knowledge of applicant's experiences.
2. Character – Personal, family, religious, etc.
3. Family – What do you know about the applicant's family's ability and
determination to have the applicant continue his/her education?
4. Financial need – What particular circumstances makes the applicant
deserving of this scholarship?

MAIL YOUR LETTER OF RECOMMENDATION TO:

Doug and Margaret Smith Scholarship Committee
C/O Sue Wendt
582 Sunset Drive
Hartford, Wisconsin 53027

Letter must be sent by **March 15th**.

Thank you,

Hartford City Band, Inc.
Doug and Margaret Smith Scholarship Committee