

Cover Letter



**Pacifica District  
Los Angeles Area Council  
Boy Scouts of America**

Dear Friend of Scouting:

The young man, \_\_\_\_\_, ( \_\_\_\_\_ ) - \_\_\_\_\_ is a  
Candidate's Full Name Candidate's Phone

candidate for the rank of Eagle Scout. This reference is required as part of his application process.

Your confidential reference is a valuable tool for the Eagle Scout Board of Review to determine whether the candidate meets the requirements for this prestigious rank award. You will find attached the Boy Scout Oath and Law for you to refer as well as a form for your reference.

The attached "Confidential Appraisal" should be returned directly to the Pacifica District Advancement Chairperson listed below. Please **DO NOT** return it, to the candidate, his unit, or the council office.

**Please return only the last 3 pages.**

**RETURN TO:** Mr. Jim Matsushita  
Pacifica District Advancement Committee  
373 Van Ness Avenue, #240  
Torrance, CA 90501

If you would like to contribute your recommendation, your prompt response will be appreciated.

Thank you,

Pacifica District  
Advancement Committee



## The Boy Scout Oath

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.

### The Boy Scout Law

A Scout is...

#### **TRUSTWORTHY**

A Scout tells the truth. He keeps his promises. Honesty is part of his code of conduct. People can depend on him.

#### **LOYAL**

A Scout is true to his family, Scout leaders, friends, school, and nation.

#### **HELPFUL**

A Scout is concerned about other people. He does things willingly for others without pay or reward.

#### **FRIENDLY**

A Scout is a friend to all. He is a brother to other Scouts. He seeks to understand others. He respects those with ideas and customs other than his own.

#### **COURTEOUS**

A Scout is polite to everyone regardless of age or position. He knows good manners make it easier for people to get along together.

#### **KIND**

A Scout understands there is strength in being gentle. He treats others as he wants to be treated. He does not hurt or kill harmless things without reason.

#### **OBEDIENT**

A Scout follows the rules of his family, school, and troop. He obeys the laws of his community and country. If he thinks these rules and laws are unfair, he tries to have them changed in an orderly manner rather than disobey them.

#### **CHEERFUL**

A Scout looks for the bright side of things. He cheerfully does tasks that come his way. He tries to make others happy.

#### **THRIFTY**

A Scout works to pay his way and to help others. He saves for unforeseen needs. He protects and conserves natural resources. He carefully uses time and property.

#### **BRAVE**

A Scout can face danger even if he is afraid. He has the courage to stand for what he thinks is right even if others laugh at or threaten him.

#### **CLEAN**

A Scout keeps his body and mind fit and clean. He goes around with those who believe in living by these same ideals. He helps keep his home and community clean.

#### **REVERENT**

A Scout is reverent toward God. He is faithful in his religious duties. He respects the beliefs of others.

CONFIDENTIAL APPRAISAL OF CANDIDATE  
FOR EAGLE SCOUT RANK

Candidate's Name \_\_\_\_\_, (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_, of Troop / Team / Crew  
Candidate's Phone \_\_\_\_\_

is a candidate for the rank of Eagle Scout. One of the important requirements for achieving this prestigious award is the confidential appraisal of an adult religious leader, and adult educator, and an adult friend. Your frank assessment of the applicant will help the Eagle Scout Board of Review to determine whether to recommend his advancement to that rank. If you do not know him well enough to provide a fair judgement, please ask him to invite another person to complete the reference. Your comments on this form will be held in the strictest confidence.

1. How long have you known him? \_\_\_\_\_

What is the nature of your relationship? Parent, Religious, Education or Other / \_\_\_\_\_

What is your occupation? \_\_\_\_\_

What has been your recent average weekly contact with him (in hours)? \_\_\_\_\_

2. Is he a good leader? \_\_\_\_\_ On what do you base this response?

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3. What are his most outstanding qualities?

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4. Please rate him on the following Scouting qualities using the following scale: **(4) exceptional, (3) good, (2) fair, or (1) poor**. If you cannot answer any one of the qualities, please note your reason.

\_\_\_\_\_ **Trustworthiness.** He is to be trusted. He violates his honor if he cheats, lies, or does anything that is dishonest.

\_\_\_\_\_ **Loyalty and Obedience.** He is loyal to all of whom loyalty is due. He must obey his parents, leaders, and all other duly constituted authorities.

\_\_\_\_\_ **Helpfulness.** He must be prepared to help others at all times and under any circumstances.

\_\_\_\_\_ **Friendliness and Cheerfulness.** He is a friend to all, smiling a lot and handling hardships with a positive attitude.

\_\_\_\_\_ **Courtesy.** He is polite to all.

\_\_\_\_\_ **Kindness.** He is kind to everyone, including animals.

\_\_\_\_\_ **Thriftiness.** He values all resources and uses them wisely.

\_\_\_\_\_ **Bravery.** He is courageous when confronted by danger or conflict. He stands up for his own convictions, despite the coaxing of his friends to the jeering of his enemies.

\_\_\_\_\_ **Cleanliness.** He is clean in body, thought, and speech; he has clean habits, is neat and clean in dress, is a clean sport, and associates with others who are clean.

\_\_\_\_\_ **Reverence.** He is reverent toward God, is faithful in his religious duties, and respects the religious conviction of others.

\_\_\_\_\_ **School Attitude.** He has a desire for knowledge and puts forth every effort to obtain a good education.

\_\_\_\_\_ **Citizenship.** He is a good citizen and does not shirk his civic duties.

\_\_\_\_\_ **Morality.** He has good moral behavior.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

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

**Circle One:** Parent                  Religious Leader                  Educator                  Employer                  Other/Friend (Over 21)

If Applicable:

Church Name / School Name / Business Name: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

**Please do not return this to the candidate!**

Return only to the Pacifica District Advancement Committee noted in the cover letter.

