

Eagle Candidate Reference Letters

Per the instructions on the Eagle Scout Rank Application (Form 512-728), select **four** people and ask them if they would write you a letter of reference.

Be gracious, they are doing you a nice favor!

This is the link to the PDF form for them to use:

<https://wdboyce.org/eagle-reference-letter>

People may fill out the form in a PDF reader or print it and complete it by hand. However, they can NOT email the completed form, nor return it to you.

They must send it via US mail to the designated recipient for your District Advancement Committee, using a stamped, pre-addressed envelope which you should provide.

Note: It's also helpful to suggest they complete the letter within two weeks of your asking, so that it doesn't get forgotten or lost.

NOTES:

You will not see the letter(s) – Your Eagle Board of Review members will review the letters in preparation for the Board of Review, and the letters will be destroyed afterwards.

Don't worry! You will NOT be asked questions directly regarding the content of the letters.

You are not responsible to ensure the letters are completed – only that the requests have been made and that the people are fully instructed on how to complete and return the letters.

Only request letters from the references listed on your Eagle application – no extras!

Teachers, coaches and employers are encouraged to use their contact information from their place of employment, rather than their personal contact information.

Number the envelopes
in this order
(See next page)

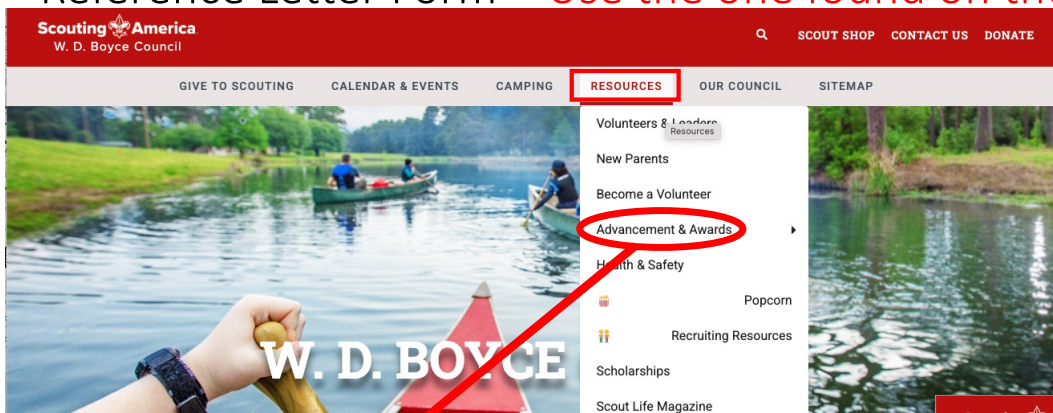


		Name	Address (including City, State, Zip)	Telephone	Email
1	#1				
2	#2				
3	#3				
4	#4				

From the Eagle Scout Rank Application:

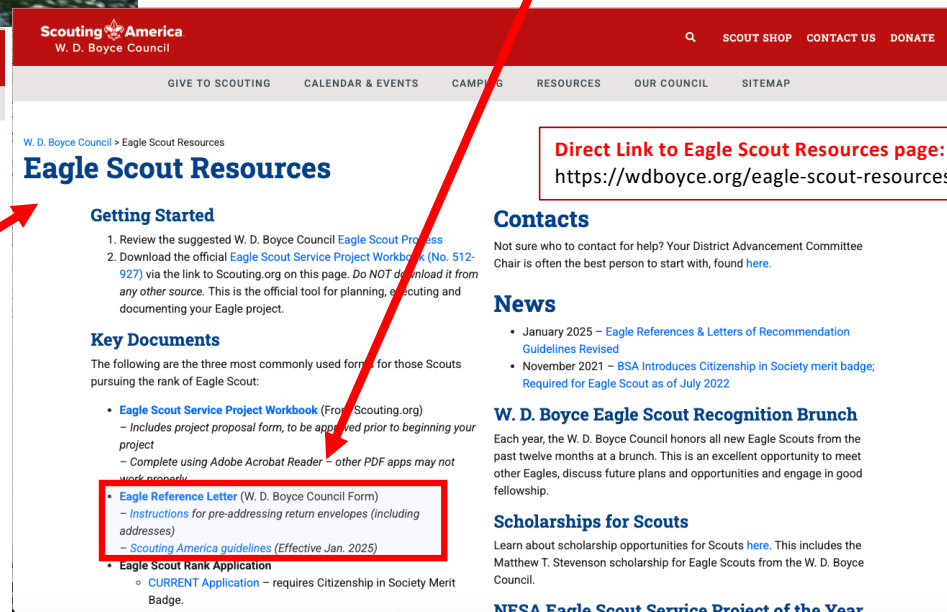
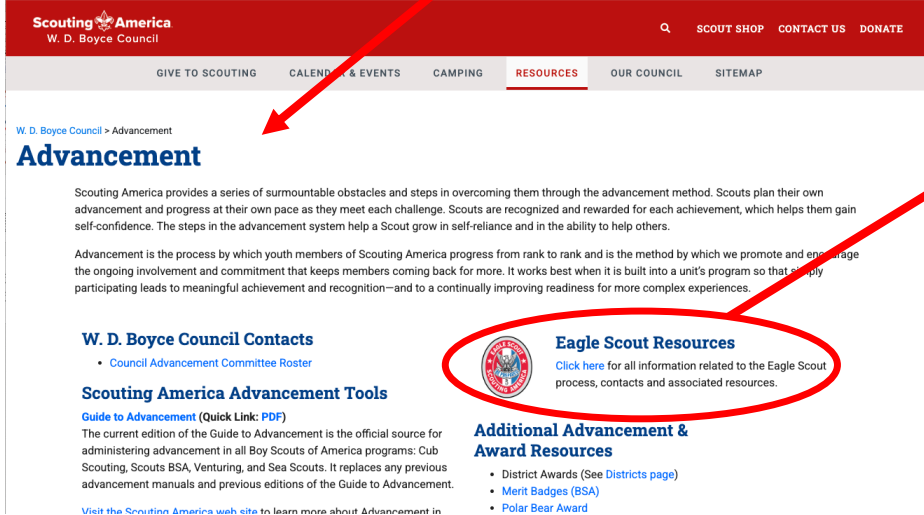
REQUIREMENT 2. As a Life Scout, demonstrate that you live by the principles of the Scout Oath and Scout Law in your everyday life and tell how you have done your duty to God. List the names of individuals who know you personally and would be willing to provide a recommendation on your behalf.

Reference Letter Form – Use the one found on the W. D. Boyce Website (wdboyce.org)



<https://wdboyce.org/eagle-reference-letter/>

W. D. Boyce Eagle Reference Letter Form & Instructions



Direct Link to Eagle Scout Resources page:
<https://wdboyce.org/eagle-scout-resources>

February 2026

Create Four Pre-Addressed, Stamped Envelopes

Front

Scouting America
614 NE Madison Ave
Peoria, IL 61603



Do **Not** List Your
Own Return Address

USA
Stamp



Use address shown for your
district. (Next page)

Back

Eagle Reference Letter # 1,2,3 or 4

Your Name, Unit
& District



Drew Scout - Troop 123 – xxxx District

Number the envelopes in sequence
with the references listed on the
Eagle application. This allows the
district contact to know which
letters have been received without
opening them ahead of time.

Create Four Pre-Addressed, Stamped Envelopes

Address the envelopes as follows for your specific district*

Crossroads District Advancement Committee

PO Box 574
Bloomington, IL 61702

Heartland District Advancement Committee

PO Box 215
Mossville, IL 61552

Lowaneu District Advancement Committee

Mr. Ernie Steinz
218 West 5th Street
Spring Valley, IL 61362

Wotamalo District Advancement Committee

PO Box 215
Mossville, IL 61552

** If you are unsure what district you are in, ask your unit leader.*