

## 1. Interviews and Signatures

Please ensure the proper interviews have taken place at the ward/branch and stake/mission levels and that the ward/branch and stake/mission leaders have approved the recommend in Leader and Clerk Resources (LCR).

## 2. Print

Print on white paper (A4 or US Letter size). Set print settings to "Portrait" and "Actual Size". Verify that the final size of the printed recommend when cut out and folded will be 5 cm by 7.6 cm (2 inches by 3 inches).

## 3. Finish

The stake/mission leader will:

- Collect and destroy any previous recommends for this individual.
- Deliver the recommend to the member and ensure that the member signs the recommend.