

Thank-you Letter After Client Referral

Date: [Insert Date]

Dear [Client Name],

I hope this message finds you well. I am writing to extend my sincere gratitude for referring [Referred Client's Name or "a new client"] to our [company/business/practice]. It is truly a privilege to be recommended by you, and I am honored by the trust and confidence you have placed in us.

At [Your Company/Business Name], we value our relationship with you and strive to provide the highest standard of service to every client. Your referral is the best compliment we can receive, and it inspires us to continue delivering excellent results.

If there is ever anything more we can do to support you or your business, please do not hesitate to let us know. We look forward to our continued partnership and are always here to assist in any way we can.

Thank you once again for your recommendation. We appreciate your ongoing support and confidence in our team.

Best regards,

[Your Name]

[Your Position]

[Your Company/Business Name]

[Contact Information]