| ***Yellow text on a black background  Description automatically generated with medium confidence*** |  |
| --- | --- |

Address of the Sender

Email Address of the Sender

Date

Name of Receiver

Address of the Receiver

Subject: Thank You for the Referral

Dear \_\_\_\_\_\_ (Name of the Recipient)

I would like to express my sincere gratitude to you for referring our business to new customers. We are grateful to have customers like you and would like to thank you for trusting our services. We are grateful and delighted that you have selected us to refer to your friend as a service partner.

We would like to thank you and as a token of appreciation, we would like to provide you with a special discount on the next two services. We hope to keep serving you in the long term. Once again, thank you for referring our business and helping us grow our customer base.

Sincerely,

(Signature)

Sender’s Full Name