

Formal Customer Referral Letter

Subject: Referral of [Customer Name] to Your Services

Dear [Recipient Name],

I am writing to formally refer [Customer Name] to your organization for [service/product]. Their requirements and expectations align with your expertise, and I believe this connection will be mutually beneficial.

Please reach out to them at [Customer Contact Information] to discuss the next steps.

Yours sincerely,

[Your Name]

[Title/Position]

[Company Name]

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