

Subject: Follow-Up on Candidate Referral

Dear [Recipient's Name],

I hope this message finds you well. I wanted to follow up regarding the candidate I referred to you, [Candidate's Name], for the [Job Title] position. I believe [he/she/they] would be a great fit for your team, given [his/her/their] skills and experiences.

If you have had the chance to review [Candidate's Name]'s resume and cover letter, I would love to hear your thoughts. Additionally, if there's anything more you need from my side regarding the referral, please let me know.

Thank you for considering my referral, and I look forward to hearing from you soon!

Best regards,
[Your Name]
[Your Position]
[Your Company]
[Your Phone Number]
[Your Email Address]