

# Referral Request for Open Position

Dear [Referrer's Name],

I hope this message finds you well. I am reaching out to ask for your help with a referral to an open position at [Company Name]. I recently learned about the [Job Title] opportunity, and I believe my skills and experience in [Your Relevant Experience] make me a suitable candidate.

If you feel comfortable doing so, I would greatly appreciate it if you could refer me for this position. I am excited about the possibility of joining [Company Name] and contributing to the team.

Thank you for considering my request. Please let me know if you need any additional information from my side.

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