

Letter of Recognition

Date: [Insert Date]

Dear [Client's Name],

I hope this message finds you well. I am writing to express my heartfelt gratitude for the trust and confidence you have shown in our services by referring [Name of Referee] to us. Your support is invaluable and plays a crucial role in the growth of our business.

As a token of our appreciation, we would like to offer you [describe any reward or recognition, e.g., a discount, gift card, etc.]. Thank you once again for your continued support and for being a vital part of our community.

Should you have any questions or require further assistance, please do not hesitate to reach out.

Warm regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]