

# Referral Letter

Date: [Insert Date]

To Whom It May Concern,

I am writing to formally refer [Client's Name] to [Life Coach's Name], a professional life coach with whom I have had the pleasure of working. [Client's Name] is seeking guidance in [briefly describe the specific area of life or issues the client wishes to improve, such as career, relationships, or personal development].

[Life Coach's Name] possesses a proven track record of helping individuals achieve their personal and professional goals through insightful guidance and personalized strategies. I believe that [Client's Name] would greatly benefit from working with [him/her/them].

Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you have any questions or require further information.

Thank you for considering this referral.

Sincerely,

[Your Name]

[Your Position/Title]

[Your Contact Information]