

Request for Consultancy Credentials and Referrals

Date: [Insert Date]

To: [Consultant's Name]

[Consultant's Address]

[City, State, ZIP Code]

Dear [Consultant's Name],

I hope this message finds you well. I am writing to request your assistance in providing your consultancy credentials and referrals. We are currently in the process of evaluating potential partners for upcoming projects, and your insights would be invaluable.

If you could share your professional background, areas of expertise, and any previous client references, it would greatly aid us in our decision-making process. Specifically, we are interested in information regarding your experience in [specific field or industry].

Thank you in advance for your cooperation. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company]

[Your Contact Information]