

Referral Program Collaboration

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Travel Agency Name]

[Your Travel Agency Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

Dear [Partner's Name],

I hope this message finds you well. I am reaching out to propose an exciting collaboration between [Your Travel Agency Name] and [Partner's Agency Name] through a referral program that can mutually benefit our businesses and enhance our client offerings.

Program Overview

- **Goal:** To encourage referrals between our agencies.
- **Incentives:** Offer discounts/cash rewards for each successful referral.
- **Duration:** [Insert duration of the program]

Implementation Steps

1. Identify referral points in our agencies.
2. Develop promotional materials.
3. Launch the program with an announcement to our client base.

I believe this collaboration could lead to increased customer satisfaction and growth for both our agencies. I would love to discuss this further and explore how we can work together effectively.

Thank you for considering this opportunity. I look forward to your positive response.

Best Regards,

[Your Name]

[Your Position]

[Your Travel Agency Name]