

Letter to Increase Referrals

The way Top Pros create a steady stream of referrals is to send a thank you note immediately when you receive the referral. Please do not wait until they are under contract. Here is a customizable sample thank you note. Save the text to your computer and keep it handy.

Dear _____.

You have absolutely made my day. Thank you for referring _____.

In addition to my appreciation for your referral, I am so thankful that you are a part of my life. The thing that I like and respect the most about you is _____.

I am counting down the days until the next time we find time to see each other.

Thanks again for referring _____. I'll treat them like family.

Warm regards,

[your name]

P.S. I thought of you recently when _____. It made me smile. :)

Or

P.S. Hope you get a chance to catch a movie with these tickets.