

[Your Name]
[Your Company Name]
[Your Address]
[City, State, Zip Code]
[Date]

[Recipient Name]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

Thank you very much for referring [Name of Buyer] to me for their recent purchase. I truly appreciate the trust and confidence you have placed in my services.

It is always a pleasure to work with clients recommended by friends and partners like you. Please rest assured that I will provide them with the highest level of service and professional care.

As a token of my appreciation, [mention a small gift or referral bonus if applicable].

I look forward to staying in touch and helping anyone else you might send my way in the future.

Best regards,

[Your Signature]
[Your Printed Name]