

Date: [Date]

To our Resident: [Resident Name],

Subject: Referral Program at [Subdivision Name]

Dear [Resident Name],

At [Subdivision Name], we believe that our residents are the heart of our community. Because you appreciate the luxury and exclusivity of our neighborhood, we invite you to help us choose your future neighbors.

If you have friends, family, or colleagues who are looking for a premier living experience, we would be honored to welcome them for a private tour. Should your referral result in a successful home purchase or lease, we would like to show our appreciation with a referral reward of [Amount/Gift].

Referral Details:

- Prospect Name: [Prospect Name]
- Prospect Contact: [Phone/Email]
- Your Name: [Resident Name]
- Your Address: [Resident Address]

Please contact our management office at [Phone Number] or [Email Address] to submit a referral or to learn more about the program terms.

Thank you for being a valued part of [Subdivision Name].

Sincerely,

[Your Name/Signature]

[Title]

[Subdivision Management]