

[Your Name]
[Your Company Name]
[Your Phone Number]
[Your Email Address]

[Date]

[Recipient Name]
[Recipient Company Name]
[Recipient Address]

Dear [Recipient Name],

My name is [Your Name] and I am a [Your Profession] with [Your Company Name]. I am reaching out because I admire the quality of work you provide to homeowners in our community, and I believe there is an opportunity for us to grow our businesses together.

In my line of work, I frequently encounter clients who are in immediate need of professional [Landscaping/Real Estate] services. Specifically:

- **For my Sellers:** Enhancing curb appeal is essential for a successful sale.
- **For my Buyers:** New homeowners are often looking to customize their outdoor spaces.

I am looking for a reliable partner to whom I can confidently refer my clients. In return, I would appreciate being your preferred contact for any of your customers looking to buy or sell a home in the near future.

I suggest a brief meeting or a phone call to discuss how we can create a formal referral arrangement or a co-branded marketing effort, such as:

- Exchanging business cards and brochures.
- Offering an exclusive discount for referred clients.
- Featuring each other in our respective newsletters or social media pages.

Please let me know if you are available for a quick chat next week. I look forward to the possibility of working together.

Best regards,

[Your Signature]

[Your Printed Name]