

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

[Date]

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

Re: Referral of Investor Client - [Client Name]

Dear [Recipient Name],

I am writing to formally refer a valued client of mine, [Client Name], who is looking to expand their real estate investment portfolio in your market. They are currently relocating their investment focus to [City/Area] and require the expertise of a local professional who understands the nuances of the investment landscape.

**Client Profile and Objectives:**

- **Investment Type:** [e.g., Multi-family, Single-family rentals, Fix-and-flip]
- **Price Range:** [e.g., \$500,000 - \$1,000,000]
- **Target Yield/Cap Rate:** [e.g., Minimum 6%]
- **Timeline:** [e.g., Ready to purchase within 30-60 days]
- **Financing:** [e.g., Pre-approved / All-cash buyer]

[Client Name] is a sophisticated investor who values data-driven insights and prompt communication. I believe your deep knowledge of [City/Area] makes you the ideal partner to assist them in securing high-performing assets.

I have discussed your services with them, and they are expecting your call. Please reach out to them at [Client Phone Number] or [Client Email Address] at your earliest convenience.

Regarding the referral fee, I have attached our standard referral agreement for your signature. I look forward to a successful closing and potentially working together on future opportunities.

Best regards,

[Your Signature]

[Your Printed Name]