

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

[Date]

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

Subject: Reconnecting and Network Update

Dear [Recipient Name],

I hope you are having a productive year. It has been some time since we last connected, and I wanted to reach out to see how things are progressing with your business.

Our previous collaboration was highly valued, and I am looking to re-engage with my core referral network. I would appreciate the opportunity to hear about the current trends you are seeing in the market and discuss any new services or specialties you have developed recently.

On my end, I have recently updated my focus to include [Mention 1-2 Specific Services or Property Types]. If you have clients whose needs align with these areas, I would be happy to provide the high level of service they expect. Likewise, I am always looking for trusted professionals to whom I can refer my own clients.

Are you available for a brief phone call or a coffee next week to catch up? Please let me know what day and time works best for your schedule.

I look forward to hearing from you and exploring how we can continue to support each other's growth.

Best regards,

[Your Signature]

[Your Printed Name]