

[Your Name]
[Your Company Name]
[Your Country/City]
[Your Phone Number]
[Your Email]

[Date]

[Recipient Name]
[Recipient Company Name]
[Recipient Country/City]

Subject: Referral Introduction: [Client Name] - International Property Inquiry

Dear [Recipient Name],

I am writing to formally introduce my client, [Client Name], who is interested in exploring real estate opportunities in [Recipient's Country/City].

[Client Name] is currently looking for [Property Type: e.g., residential/commercial/investment] properties. Their specific requirements include:

- Budget range: [Amount]
- Preferred neighborhood: [Location]
- Key features: [e.g., number of bedrooms, proximity to amenities]
- Timeline for purchase: [Timeframe]

Given your expertise in the [Recipient's City] market, I am confident that you are the right professional to assist them with this international acquisition. I have carbon-copied [Client Name] on this email so you may connect directly.

Regarding the professional side of this referral, I have attached my standard international referral agreement for your review. Please let me know your preferred terms so we can finalize the paperwork.

I look forward to a successful collaboration and am happy to provide any additional background information you may need.

Best regards,

[Your Signature]