

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

[Date]

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

RE: International Client Referral - [Client Name]

Dear [Recipient Name],

I am writing to formally refer my client, [Client Name], who is interested in purchasing property in [Target City/Country].

Based on our previous communications, I believe your expertise in the [Local Market Name] market makes you the ideal partner to assist them. The client's requirements are as follows:

- **Property Type:** [Residential/Commercial/Investment]
- **Budget:** [Currency and Amount]
- **Preferred Location:** [Specific Neighborhoods]
- **Timeline:** [Immediate/3-6 Months/Long-term]

Please acknowledge receipt of this referral and confirm the agreed-upon referral fee of [Percentage]% of the total commission, payable upon successful closing of the transaction.

I have copied the client on this email/letter so that you may introduce yourself and begin the consultation process directly.

I look forward to a successful collaboration.

Sincerely,

[Your Signature]

[Your Printed Name]
[Your License Number, if applicable]