

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my sincere gratitude for your continued support and trust in our services. We recently reached a significant milestone, as you have now referred [Number] new clients to us.

Word-of-mouth recommendations are the highest compliment we can receive. Your willingness to share your positive experiences with others has played a vital role in our growth, and we truly appreciate your advocacy.

As a token of our appreciation for reaching this referral milestone, we would like to offer you [Mention Reward/Gift/Discount]. [Insert instructions on how to claim reward].

Thank you again for being such a loyal partner and for helping us expand our community. We look forward to continuing our relationship with you.

Best regards,

[Your Name]

[Your Title]

[Company Name]