

Dear [Client Name],

Welcome to [Company Name]! We are thrilled to have you as a new client and look forward to working with you to achieve your goals.

Our team is dedicated to providing you with the highest level of service. To get started, your primary point of contact will be [Account Manager Name], who can be reached at [Email/Phone Number].

As a token of our appreciation, we would like to introduce you to our **Client Referral Program**. We believe that great clients like you often know others who could benefit from our services.

How it works:

- Refer a friend or colleague to [Company Name].
- Once they sign up for a qualifying service, you will receive [Reward/Discount/Credit].
- The person you refer will also receive [Incentive for New Client].

There is no limit to the number of rewards you can earn. It is our way of saying thank you for helping us grow our community.

If you have any questions about your account or our referral program, please do not hesitate to reach out.

Best regards,

[Your Name]
[Your Title]
[Company Name]