

[Date]

[Recipient Name]

[Agency Name]

[Address]

[City, State, Zip]

Dear [Recipient Name],

I am writing to you from [Your Property Management Company Name]. We currently manage [Number] properties in the [City/Area] area, and we are looking to partner with a reliable local insurance agency to provide better value to our clients.

We frequently encounter property owners and tenants who require specialized insurance coverage, including landlord policies, renters insurance, and general liability. Given your reputation for excellent service, I believe a joint referral partnership would be mutually beneficial.

Our Proposed Partnership:

- **Referrals from Us:** We will recommend your agency as our preferred provider to our new and existing property owners and tenants.
- **Referrals from You:** Your agency can refer clients seeking professional property management services to us.
- **Co-Marketing:** We can include your contact information in our welcome packets and digital newsletters.

I would like to schedule a brief meeting or call to discuss how we can support each other's business growth. Please let me know if you are available next [Day of the week] at [Time].

I look forward to hearing from you.

Best regards,

[Your Name]

[Your Title]

[Your Company Name]

[Your Phone Number]

[Your Email Address]