

[Your Name]  
[Your Firm Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Email]  
[Your Phone Number]

[Date]

[Recipient Name]  
[Recipient Firm/Company Name]  
[Recipient Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to you because I am looking to expand my network of trusted professionals. As an estate planning attorney, I often encounter clients who require expert advice in [Recipient's Field, e.g., Financial Planning, Accounting, Real Estate] to ensure their legacy and assets are fully protected.

I have heard excellent things about your work and the level of service you provide to your clients. I believe there is a strong synergy between our practices, and I am interested in establishing a mutual referral relationship.

My goal is to provide my clients with a holistic approach to their planning needs. I would welcome the opportunity to refer my clients to someone with your expertise, and likewise, I am available to assist your clients with their wills, trusts, and probate matters.

Would you be open to a brief meeting or a phone call next week to discuss how we might work together? I would love to learn more about your practice and the types of clients you serve.

I look forward to hearing from you.

Sincerely,

[Your Signature]

[Your Printed Name]