

Subject: Professional Referral: [Client Name] - Growing Family Planning

Dear [Recipient Name],

I am writing to formally refer my client, [Client Name], to your professional services.

[Client Name] and their partner are currently preparing for a significant life event: the growth of their family. As they navigate this transition, they are seeking expert guidance regarding [Specific Area, e.g., financial planning, pediatric care, or estate updates].

I have worked with [Client Name] for [Time Period] and believe your expertise in [Recipient's Specialty] would be a perfect match for their current needs. I have encouraged them to reach out to you directly, but I have also included their contact information below should you wish to initiate the introduction.

**Client Contact Information:**

Name: [Client Name]

Phone: [Phone Number]

Email: [Email Address]

Please let me know if there is any additional information you require from my end to assist them effectively.

Best regards,

[Your Name]

[Your Title]

[Your Company]

[Your Phone Number]