

Dear [Recipient Name],

I am writing to personally thank you for referring [Family Member Name] to [Company Name]. We truly appreciate the trust you have placed in us by recommending your family member to our services.

It is always a compliment when a valued client like yourself shares their positive experience with those closest to them. Please be assured that we will provide [Family Member Name] with the highest level of care and attention.

As a token of our gratitude, we would like to offer you [Mention Reward/Discount/Gift, if applicable].

Thank you again for your continued support and for helping our community grow.

Best regards,

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