

Dear [Recipient Name],

I am writing to personally thank you for recommending [Agency Name] to your family members. We were delighted to hear from [Family Member Name] recently, and it was an honor to learn that you spoke so highly of our services.

Referrals are the greatest compliment we can receive, especially when they come from valued clients like you. Entrusting us with the needs of your family means a great deal to our entire team, and we are committed to providing them with the same high level of care and professional excellence you have come to expect from us.

We truly appreciate your continued support and the confidence you place in our agency. If there is anything we can do for you or your family in the future, please do not hesitate to reach out.

Warmest regards,

[Your Name]
[Your Title]
[Agency Name]