Dear [CLIENT NAME]

I would sincerely like to thank you from the bottom of my heart for recommending [NEW CLIENT NAME] to our [SERVICE/PRODUCT NAME] service/product. It was truly a pleasure to have him at our store. Your belief in us has made us work more efficiently to come up with your expectations.

[NEW CLIENT NAME] was very satisfied with our customer service experience and has placed a huge order with us for delivery at his doorstep. This all has happened only because of your recommendation.

I, once again, would like to express my gratitude towards you for referring your closed ones to our store. Your effort in this regard is truly appreciated.

Yours sincerely

[YOUR NAME]

[YOUR COMPANY NAME]

