Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

It’s not every day that I receive a business referral from a highly-recognized member of our community with an incredible reputation for honesty and integrity. Thank you so much for putting your confidence and trust in me by referring the Mr. and Mrs. Klein to my law firm. I greatly appreciate the referral. I want you to know that this wonderful couple will receive excellent services from both me and my legal staff. They will be treated with the utmost care and respect. Thank you again for thinking of me and sending this important business referral my way.

Sincerely yours,

**(YOUR NAME HERE)**