Dear Abdul Kahn,

Thank you for introducing me to Leanne Jones yesterday. Your introduction showed faith in my professional qualifications, and I am sure that your recommendation will greatly benefit my relationship with Ms. Jones.

As you know, I am seeking employment and Ms. Jones’ software engineering company is ideal for my skills and training.

I know your extensive experience in the software development business has provided you with many valuable contacts. I am grateful that you thought to include me in your professional network. Please keep me in mind for any future introductions.

With thanks,

Veronica Grandi