

[Your Full Name]
[Your Title]
[Your Company Name]
[Date]

[Recipient Name]
[Recipient Title]
[Recipient Company Name]

Re: Referral from [Mutual Contact Name] regarding Strategic Partnership

Dear *[Recipient Name]*,

I am writing to you at the suggestion of *[Mutual Contact Name]*, who believed there would be significant strategic value in a conversation between *[Your Company Name]* and *[Recipient Company Name]*.

Our organization specializes in *[Core Competency/Service]*, helping partners achieve *[Specific Metric or Outcome]*. Having followed your recent initiatives in *[Recipient's Recent Project or Market Expansion]*, I see a clear opportunity for a mutually beneficial partnership that leverages our *[Your Unique Value Proposition]* to enhance your current *[Specific Business Function]*.

Specifically, I believe a collaboration could address *[Current Industry Challenge or Opportunity]* by:

- *[Benefit 1]*
- *[Benefit 2]*

I would appreciate the opportunity to briefly introduce our team and explore how a formal referral or development partnership might align with your strategic goals for the upcoming quarter. Are you available for a 15-minute introductory call on *[Suggested Day]* or *[Alternative Day]*?

Thank you for your time and consideration. I look forward to the possibility of working together.

Best regards,

[Your Signature]

[Your Phone Number]
[Your Email Address]