

Professional Reference Request Letter

Subject: Request for Business Reference

Dear [Recipient Name],

I hope this message finds you well. I am reaching out to request a professional reference regarding our business interactions or collaborations with [Your Company Name].

Your input will greatly assist us in building credibility with prospective clients. Kindly let us know if you would be willing to provide a reference or testimonial.

Thank you for your time and support.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

Get more templates here: <https://www.lettersandtemplates.com/letters/business-letter-request>