## Sample Business Reference Letter:

Name of sender

Company name

Address

Zip code

Date

Name of receiver

Company name

Address

Zip code

Dear Sir/Madam,

I am writing this letter to recommend the services of (company name) to you. During the past (number of years) our company has been working with (name of the business partner) on numerous different kinds of projects. The company offers high quality services. We can say that we have always been satisfied by their work.

One of the projects that we worked on pointed out the concern for quality and attention to detail that the company has. For the first marketing campaign that we worked together with (name of company), the company designed the brochures, envelopes, and labels. The response rate was double compared to the previous marketing campaigns. In our opinion it has been the knowledge and the creativity of the company that resulted in such impressive results.

I would like to ask you to consider the (company name) for the printing needs of your company. I strongly recommend the services of the company and I am looking forward to working with the company again for future marketing campaigns and not only.

Sincerely,

Name of sender