

New message



To **Email Template A**

Cc Bcc

Subject **HOW YOU CAN HELP AND THANKS FOR THE REFERRAL EMAIL**

Hi **(Referring Member Name)**,

Thanks so much for the Pay It Forward Slip for **(Referrals Name)**. I really look forward to being able to help them / work with their clients.

As Mentioned, I am looking to connect with **(niche)** as I can help their clients **(how I can help their clients)**.

**(Write a blurb about you / your business - no more than 2-3 sentences - and write in the THIRD PERSON so it's nice and easy for the person who is connecting you)**

I look forward to your introduction to **(Referrals Name)**.

*\*\* Make sure you write the 'how you can help' blurb in the third person \*\**



Send

New message



To **Email Template B**

Cc Bcc

Subject **INTRODUCTION EMAIL**

Hi **(Name) & (Referral)**,

Let me introduce you to each other!

**@(Referral), (Name)** is looking for **(NICHE)** and is looking to help **(Help NOW?)**. I immediately through of you. **(Name)** owns / works FOR **(owns what?)**.

**@(Name), (Referral)** is **(edification)** and I have no hesitation that *he / she / they* will be able to assist you.

I have copied you both into this email and will leave it to you to discuss further.

Thanks, and let me know if you need any further details.



Send

New message



To **Email Template C**

Cc Bcc

Subject **CONNECTION EMAIL**

Hi **(Referrer)** and **(Referral)**,

Thanks **(Referral)** for introducing me to **(Referral)**.

I'd love to find out more about what you do. Can we jump on a quick, maybe 10-minute phone call. What's your availability like this week?

As **(Referrer)** mentioned, I can ...

(the rest of the email should completely personal to how you can help their clients and why you have asked to be connected with them)

*\*\* The Goal is the get on the phone and have a conversation. Also should be Help How \*\**



Send