



Hi Team,

As we continue to grow our team, we want to ensure that we're only welcoming team members that will fit within our company culture.

As a part of the team, you are someone who represents our brand and company extremely well. I figure that you likely know other great people in your network who might be interested in working with us.

We are currently recruiting for **[title]**. I wanted to ask you to review the job description and think of a family member, friend or former colleague that you think might be a great fit for this role. If you know of someone, please forward them to me directly or to [name of your colleague].

Thank you.

[Your name]