

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title/Position]
[Organization/Company Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to refer [Referee's Name] to your Zumba classes. I have known [him/her/them] for [duration of time] and can confidently say that [he/she/they] would greatly benefit from your sessions.

[Referee's Name] is passionate about fitness and has shown a keen interest in dance-based workouts. I believe your Zumba class would not only align perfectly with [his/her/their] interests but also help in achieving [his/her/their] fitness goals.

I highly recommend [Referee's Name] for your class and am confident that [he/she/they] will contribute positively to the group dynamic. Please let me know if you need any additional information.

Thank you for considering this referral.

Best regards,

[Your Name]
[Your Title/Position, if applicable]
[Your Organization, if applicable]