

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Proposal for Distributor Partnership

I hope this letter finds you well. I am [Your Name], [Your Position] at [Your Company Name]. We specialize in [brief description of your products/services] and are looking to expand our reach within [target market/region].

We believe that a partnership with [Recipient's Company Name] could be mutually beneficial, leveraging our strengths to [describe potential benefits, e.g., increase sales, enhance product distribution, etc.]. We are impressed by your [mention any relevant achievements or attributes of the recipient's company] and think that together we can [specific goals you wish to achieve].

We would love the opportunity to discuss this proposal further and explore how we can collaborate effectively. Please let us know your availability for a meeting or call at your earliest convenience.

Thank you for considering this partnership opportunity. We look forward to the possibility of working together.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Phone Number]

[Your Email Address]