

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Company Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are pleased to extend this letter of admission to you and your esteemed company as a joint venture partner in [Project/Business Name]. After careful consideration and review of the proposal, we believe that together we can achieve exceptional results and mutual growth.

The key terms of the joint venture are as follows:

1. **Purpose and Goals**: [Briefly describe the purpose of the joint venture and main goals]

2. **Investment Contributions**: [Outline the contributions each party will make]

3. **Management Structure**: [Describe the management roles of each party]

4. **Profit Sharing**: [Explain the profit-sharing agreement]

5. **Duration**: [Specify the duration of the joint venture]

We look forward to your confirmation and are excited about the potential our collaboration brings. Please feel free to reach out with any questions or for further discussions.

Thank you for joining us on this journey.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]