

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

[Partner's Name]  
[Partner's Address]  
[City, State, Zip Code]

Dear [Partner's Name],

I hope this letter finds you well. I am writing to formally propose the establishment of a Limited Liability Company (LLC) partnership between us. I believe that our combined skills and expertise will bring great value and success to our business venture.

Below are the details I propose for our LLC partnership:

1. **\*\*Business Name\*\***: [Proposed Business Name]
2. **\*\*Purpose\*\***: [Brief description of the business purpose]
3. **\*\*Contributions\*\***: [Detail contributions from each partner (financial, assets, etc.)]
4. **\*\*Ownership Structure\*\***: [Percentage ownership for each partner]
5. **\*\*Management Structure\*\***: [Outline of management roles and responsibilities]
6. **\*\*Profit Distribution\*\***: [Details on how profits will be distributed]
7. **\*\*Duration\*\***: [Specify if it's for a set period or indefinite]
8. **\*\*Dissolution Terms\*\***: [Outline terms for dissolution of the LLC]

Please review this proposal at your convenience. I am excited about the potential of working together and am confident that our partnership will thrive. I would love to set up a time to discuss this further and iron out any details.

Thank you for considering this proposal. I look forward to your feedback.  
Sincerely,

[Your Name]  
[Your Title, if applicable]