

[Your Name/Your Firm's Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Partner's Name]  
[Partner's Address]  
[City, State, ZIP Code]  
Subject: Partnership Firm Agreement

Dear [Partner's Name],  
This letter serves as a formal agreement between [Your Name/Your Firm's Name] and [Partner's Name] to establish a partnership for [describe the business purpose, e.g., "consultation services," "retail business," etc.].

1. **\*\*Partnership Name\*\***: The firm shall operate under the name [Partnership Name].
2. **\*\*Business Purpose\*\***: The partnership will engage in [describe the nature of the business].
3. **\*\*Capital Contribution\*\***: Each partner shall contribute the following amounts to the partnership:
  - [Your Name]: \$[amount]
  - [Partner's Name]: \$[amount]
4. **\*\*Profit and Loss Sharing\*\***: Profits and losses shall be shared as follows:
  - [Your Name]: [percentage]%
  - [Partner's Name]: [percentage]%
5. **\*\*Management Responsibilities\*\***:
  - [Your Name]: [outline responsibilities]
  - [Partner's Name]: [outline responsibilities]
6. **\*\*Duration\*\***: The partnership shall commence on [Start Date] and continue until terminated by either party.
7. **\*\*Termination\*\***: The partnership may be terminated by either partner upon [notice period, e.g., "30 days written notice"].
8. **\*\*Governing Law\*\***: This agreement will be governed by the laws of [State/Country].

Please confirm your acceptance of this agreement by signing below.

Sincerely,

[Your Signature]

[Your Printed Name]

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[Partner's Signature]

[Partner's Printed Name]