

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Proposal for Joint Venture

I hope this message finds you well.

We are reaching out to propose a potential joint venture between [Your Company Name] and [Recipient's Company Name]. Our organizations share complementary strengths in [briefly describe the areas of expertise/industries], which we believe can be leveraged to enhance our market presence and achieve mutual growth.

The proposed joint venture aims to [briefly outline the purpose and benefits, e.g., develop new products, expand into new markets, etc.]. We envision a collaborative approach that will capitalize on both companies' resources, expertise, and insights.

We would welcome the opportunity to discuss this proposal in more detail and explore how we can strategically align our objectives. Please let us know your availability for a meeting or call at your earliest convenience.

Thank you for considering this opportunity. We look forward to your positive response.

Warm regards,

[Your Name]

[Your Title]

[Your Company Name]

[Your Phone Number]

[Your Email Address]