

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

Dear [Recipient Name],

I hope this message finds you well.

I am writing to propose a collaboration between our UX consulting teams to enhance our efforts in [specific project or goal]. Given our combined expertise and experience, I believe we can create a significant impact in [specific area, e.g., user experience design, research, etc.].

Our team at [Your Company] specializes in [briefly describe your team's core competencies]. We have successfully implemented strategies for [mention relevant past projects or clients], and I am confident that our work aligns with the objectives you'd like to achieve at [Recipient Company].

I would love the opportunity to discuss how we can work together, share insights, and leverage each other's strengths in this endeavor. Please let me know your availability for a meeting, either virtually or in person, at your earliest convenience.

Thank you for considering this collaboration. I look forward to your positive response.

Best regards,

[Your Name]  
[Your Position]  
[Your Company]