

[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 Partnership between [Your Company] and [Recipient's Company]

I hope this letter finds you well. We at [Your Company] are excited about the possibility of collaborating with [Recipient's Company] to achieve our mutual goals and leverage our strengths in the market.

Our vision for this partnership includes:

1. [Key Point 1: Describe the first area of collaboration]
2. [Key Point 2: Describe the second area of collaboration]
3. [Key Point 3: Describe any additional areas of interest]

We believe that by combining our resources and expertise, we can create significant value for both organizations and enhance our competitive position.

We would be delighted to discuss this proposal further and explore how we can make this partnership beneficial for both parties. 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.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Phone Number]

[Your Email Address]