[Your Name]
[Your Job Title]
[Your Company]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Job Title]
[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 on a UX research project aimed at understanding user behaviors and enhancing product design for [specific project or product name]. Our goal is to gather valuable insights that can inform future development and ultimately improve user satisfaction.
The research will focus on [brief overview of research objectives and methodologies, e.g., user interviews, surveys, usability testing, etc.]. We believe that your expertise in [relevant field/expertise of the recipient] would greatly contribute to the success of this initiative.
I would appreciate the opportunity to discuss this further and explore how we can work together. Please let me know your availability for a meeting in the coming weeks.
Thank you for considering this collaboration. I look forward to your positive response.
Best regards,
[Your Name]
[Your Job Title]
[Your Company]
[Attachment: Project Proposal or Relevant Documents, if applicable]