

[Your Company Letterhead]

[Date]

[Partner's Name]

[Partner's Title]

[Partner's Company Name]

[Partner's Company Address]

[City, State, Zip Code]

Dear [Partner's Name],

Subject: Partnership Agreement

This letter serves as a formal partnership agreement between [Your Company Name] and [Partner's Company Name], effective as of [Start Date].

1. **Purpose of Partnership**

The purpose of this partnership is to [describe the purpose and goals of the partnership].

2. **Roles and Responsibilities**

- **[Your Company Name]:** [List the specific roles and responsibilities].

- **[Partner's Company Name]:** [List the specific roles and responsibilities].

3. **Profit Sharing**

[Explain how profits and losses will be shared between the partners.]

4. **Duration of Partnership**

This partnership shall commence on [Start Date] and continue until [End Date or specify conditions for termination].

5. **Confidentiality**

Both parties agree to maintain confidentiality regarding all proprietary information shared during the course of this partnership.

6. **Dispute Resolution**

Any disputes arising from this agreement will be resolved through [insert mediation, arbitration, or other methods].

Please sign below to acknowledge your acceptance of this partnership agreement.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]

[Partner's Name]

[Partner's Title]

[Partner's Company Name]

Date: _____

Signature: _____