

Your Name  
Your Title  
Your Company  
Your Address  
Your City, State, Zip Code  
Your Email  
Your Phone Number  
Date

Recipient Name  
Recipient Title  
Recipient Company  
Recipient Address  
Recipient City, State, Zip Code

Dear [Recipient Name],

I hope this letter finds you well. My name is [Your Name], and I am [your position] at [Your Company]. We are a [brief description of your company and its expertise].

As media continues to evolve, I believe that there are significant synergies between [Your Company] and [Recipient Company]. I am reaching out to propose a joint venture that we believe could enhance our media offerings and expand our market reach.

Specifically, we are interested in collaborating on [briefly describe the nature of the joint venture or project]. We see mutual benefits in combining our resources and expertise to achieve [specific goals or outcomes].

I would love the opportunity to discuss this proposal further and explore how we can work together for our mutual benefit. Please let me know a convenient time for you to have a call or meeting in the coming days.

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

Best regards,  
[Your Name]  
[Your Title]  
[Your Company]