

[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 for the upcoming [Name of Travel Fair] scheduled for [Date]. As [Your Company] aims to enhance travel experiences and promote [specific goals or themes], we believe a partnership with [Recipient Company] would create synergies beneficial to both our organizations.

We envision an exciting booth and collaborative marketing initiatives that showcase our shared commitment to [specific travel-related objectives]. Together, we can attract a larger audience and provide a more enriching experience for attendees.

I would love the opportunity to discuss this collaboration further and explore how we can combine our strengths. Please let me know a convenient time for us to connect.

Thank you for considering this opportunity. I look forward to the possibility of working together.

Warm regards,

[Your Signature (if sending a hard copy)]

[Your Typed Name]