

Cross-Border Trade Agreement

Date: [Insert Date]

From: [Your Company Name]

To: [Recipient Company Name]

Address: [Recipient Address]

Subject: Partnership Expansion Agreement

Dear [Recipient Name],

We are pleased to reach out to you regarding the expansion of our partnership in cross-border trade. As we have witnessed significant growth and mutual benefits from our previous dealings, we believe it is the ideal time to formalize an agreement that will allow us to enhance our collaboration.

Key Terms of the Agreement:

- Effective Date: [Insert Date]
- Scope of Trade: [Specify Products/Services]
- Terms of Payment: [Insert Payment Terms]
- Delivery Terms: [Specify Delivery Conditions]
- Duration of Agreement: [Insert Duration]

We propose to schedule a meeting to discuss this agreement further and explore opportunities that will benefit both parties. Please let us know your availability for the week of [Insert Week].

Thank you for your attention to this matter. We look forward to your positive response and continuing our successful partnership.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]