

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

[Recipient's Name]
[Recipient's Title]
[Recipient's Company Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am [Your Position] at [Your Company Name]. We are a [describe your company, e.g., logistics solutions provider], and we specialize in [briefly describe your services].

I am reaching out to explore a potential partnership between our companies. As freight forwarding services are critical in today's global trade, we believe that together we can enhance our service offerings and improve customer satisfaction.

We are particularly interested in [mention specific services or market you want to collaborate on], and we think that your expertise in [Recipient's Company's expertise] would complement our capabilities well.

I would love the opportunity to discuss this potential collaboration further. Please let me know a convenient time for you to connect, or feel free to reach out to me directly at [Your Phone Number] or [Your Email Address].

Thank you for considering this partnership opportunity. I look forward to your response.

Sincerely,
[Your Name]
[Your Title]
[Your Company Name]