

# IT Cooperation Proposal

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company]

[Your Address]

[City, State, Zip]

Email: [Your Email]

Phone: [Your Phone Number]

[Recipient Name]

[Recipient Position]

[Recipient Company]

[Recipient Address]

[City, State, Zip]

## **Subject: Proposal for IT Cooperation**

Dear [Recipient Name],

I hope this message finds you well. I am writing to propose a potential cooperation between our companies in the field of information technology. Given our mutual interests and expertise, I believe we have the opportunity to create a beneficial partnership.

We at [Your Company] specialize in [briefly describe your services, e.g., software development, IT consulting, etc.]. We have successfully delivered [mention relevant projects or experiences],

and we are keen to explore how we can collaborate with [Recipient Company] to enhance our capabilities and reach.

Some areas for potential cooperation include:

- [Area 1]
- [Area 2]
- [Area 3]

I would appreciate the opportunity to discuss this proposal further and explore how we can align our objectives. Please let me know a convenient time for you to meet.

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

Sincerely,

[Your Name]  
[Your Position]  
[Your Company]