

Partnership Framework Agreement

Date: [Insert Date]

To,

[Partner Name]

[Partner Title]

[Company Name]

[Company Address]

Dear [Partner Name],

We are pleased to outline the framework for our partnership regarding the IT projects we will undertake together. This agreement aims to establish mutual understanding and define the roles and responsibilities of both parties.

1. Objectives

The primary objectives of this partnership are to:

- [Objective 1]
- [Objective 2]
- [Objective 3]

2. Roles and Responsibilities

Both parties agree to the following roles and responsibilities:

- [Your Company] will be responsible for [specific responsibilities].
- [Partner Company] will handle [specific responsibilities].

3. Collaboration and Communication

Regular meetings will be scheduled to ensure effective collaboration and continuous communication. Point of contacts for both parties will be:

- [Your Company Contact]
- [Partner Company Contact]

4. Duration

This partnership framework will commence on [start date] and will be reviewed every [review period].

5. Confidentiality

Both parties agree to uphold confidentiality regarding any proprietary information exchanged during the course of this partnership.

We are excited about the opportunities this partnership will bring and look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]