

# Partnership Proposal Letter

Your Name  
Your Position  
Your Company Name  
Your Company Address  
City, State, Zip Code  
Email Address  
Phone Number  
Date

Recipient Name  
Recipient Position  
Recipient Company Name  
Recipient Company Address  
City, State, Zip Code

## **Subject: Proposal for Subcontractor Partnership**

Dear [Recipient Name],

I hope this message finds you well. I am writing to propose a potential partnership between [Your Company Name] and [Recipient Company Name]. As a leader in [your industry/sector], we believe that collaborating with your esteemed organization would create synergies that are mutually beneficial.

At [Your Company Name], we specialize in [brief description of services offered], and we are confident that our capabilities align with your needs in [specific project or service area]. By combining our resources and expertise, we can enhance project delivery, increase efficiency, and ultimately provide exceptional value to our clients.

We are eager to discuss how a subcontracting relationship could work, including terms, expectations, and any project opportunities currently available. I propose a meeting at your earliest convenience to explore this partnership further.

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

Sincerely,  
[Your Name]  
[Your Position]  
[Your Company Name]