

# Project Collaboration Agreement

**From:** [Your Company Name]  
**Address:** [Your Company Address]  
**Date:** [Date]

**To:** [Subcontractor Company Name]  
**Address:** [Subcontractor Company Address]

## **Subject: Collaboration on [Project Name]**

Dear [Subcontractor Contact Name],

We are pleased to inform you that [Your Company Name] has chosen [Subcontractor Company Name] as a potential collaborator for the [Project Name]. We believe that your expertise in [specific skills or area] will greatly enhance the success of this project.

We propose to discuss the terms of our collaboration and how we can work together to achieve our mutual objectives. Please let us know your availability for a meeting within the next week.

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

Sincerely,

[Your Name]  
[Your Title]  
[Your Company Name]  
[Your Contact Information]