

Collaboration Confirmation Letter

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Position]

[Recipient Company Name]

[Recipient Company Address]

[City, State, Zip Code]

Subject: Confirmation of Collaboration for Digital Marketplace

Dear [Recipient Name],

We are pleased to confirm our collaboration for the digital marketplace project as discussed during our recent meetings. We believe that our combined efforts will pave the way for mutual growth and success.

This collaboration entails:

- Shared responsibilities and roles
- Timeline for deliverables
- Marketing strategies
- Revenue-sharing model

We look forward to working closely with your team to ensure a smooth and successful partnership. Please feel free to reach out to me if you have any questions or need further clarification.

Thank you for the opportunity to collaborate. We are excited about what the future holds for both our companies.

Sincerely,

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