

# Joint Venture Agreement Letter

Date: [Insert Date]

From:

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

To:

[Stakeholder Name]  
[Stakeholder Position]  
[Stakeholder Company]  
[Stakeholder Address]  
[City, State, Zip Code]

Dear [Stakeholder Name],

We are pleased to propose a joint venture agreement between our companies, [Your Company] and [Stakeholder Company], to [briefly describe purpose, e.g., develop a new product, enter a new market, etc.].

This joint venture will involve [briefly outline the contribution and roles of each party]. We believe that combining our strengths and resources will yield significant benefits for both parties.

We propose to further discuss the terms of this joint venture and outline the responsibilities and contributions required from each party. Please let us know your availability for a meeting to discuss this opportunity in more detail.

We look forward to your response and hope for a fruitful collaboration.

Best regards,

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