

Subject: Request for International Partnership Collaboration

[Your Name]

[Your Position]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Recipient's Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name] and I am the [Your Position] at [Your Organization]. We are dedicated to [briefly describe your organization and its goals].

We are reaching out to explore the possibility of establishing a partnership with [Recipient's Organization]. We believe that by collaborating, we can achieve [mention potential goals or benefits of the partnership].

We would be thrilled to discuss this opportunity further and explore ways in which our organizations can work together. Please let us know a convenient time for you to engage in a conversation, either via video call or in-person meeting.

Thank you for considering this collaboration. We look forward to the possibility of working together towards our shared goals.

Warm regards,

[Your Name]

[Your Position]

[Your Organization]