

# Partnership Inquiry for Poetry Reading Series

Date: [Insert Date]

From: [Your Name]  
[Your Title]  
[Your Organization]  
[Your Address]  
[Your Email]  
[Your Phone Number]

To: [Recipient's Name]  
[Recipient's Title]  
[Recipient's Organization]  
[Recipient's Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to explore the possibility of partnering with [Recipient's Organization] for our upcoming Poetry Reading Series scheduled for [Insert Dates or Duration]. Our series aims to celebrate diverse voices in contemporary poetry and foster community engagement through the arts.

We believe that a collaboration with [Recipient's Organization] would greatly enhance the experience for our attendees, and we would love to discuss how we can work together. Our proposal includes [briefly outline potential partnership opportunities, such as co-hosting events, marketing collaboration, etc.].

We are enthusiastic about the potential for mutual benefit and the positive impact we can create together within our community.

Thank you for considering this opportunity. I look forward to the possibility of discussing this further. Please let me know a convenient time for a call or meeting.

Warm regards,

[Your Name]  
[Your Title]  
[Your Organization]