

Memorandum of Scholarly Partnership

Date: [Insert Date]

From: [Your Name]
[Your Title]
[Your Institution]
[Your Contact Information]

To: [Partner's Name]
[Partner's Title]
[Partner's Institution]
[Partner's Contact Information]

Subject: Memorandum of Scholarly Partnership

Dear [Partner's Name],

This memorandum serves to outline the terms and expectations of our scholarly partnership aimed at [brief description of partnership goals].

Objectives:

- [Objective 1]
- [Objective 2]
- [Objective 3]

Roles and Responsibilities:

Each party agrees to the following roles and responsibilities:

- [Your Role and Responsibilities]
- [Partner's Role and Responsibilities]

Timeline:

The partnership is expected to commence on [start date] and conclude on [end date], with key milestones including:

- [Milestone 1]
- [Milestone 2]

Contact Information:

For any inquiries regarding this memorandum, please feel free to contact:

- [Your Name]
- [Partner's Name]

We look forward to a fruitful collaboration.

Sincerely,

[Your Name]

[Your Title]

[Your Institution]