

# Joint Venture Collaboration Request

Date: [Insert Date]

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

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

Dear [Recipient Name],

I hope this message finds you well. I am reaching out to explore the potential for a joint venture between [Your Company Name] and [Recipient Company Name]. Given our complementary strengths and shared goals, I believe that collaborating on [specific project or area of interest] could be mutually beneficial.

[Provide a brief overview of your company and its capabilities. Include any relevant information that highlights your expertise in the proposed project area.]

I would love to arrange a meeting to discuss this opportunity further and explore how we can create value together. Please let me know your availability for a call or in-person meeting in the coming weeks.

Thank you for considering this proposal. I look forward to your positive response.

Warm regards,

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