

Dr. [Recipient's Name]

[Recipient's Title]

[Recipient's Institution]

[Institution Address]

[City, State, Zip Code]

[Date]

Dear Dr. [Recipient's Last Name],

I hope this message finds you well. My name is [Your Name], and I am a [Your Title/Position] at [Your Institution]. I am writing to express my interest in exploring potential research cooperation between our institutions in the field of [specific research area].

Having followed your work on [specific topic or project], I believe that our shared interests could lead to innovative developments and impactful contributions to the field. I am particularly interested in [briefly explain your interest or specific ideas].

I would greatly appreciate the opportunity to discuss this potential collaboration further. Please let me know your availability for a meeting or a call in the coming weeks.

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

Sincerely,

[Your Name]

[Your Title/Position]

[Your Institution]

[Your Email Address]

[Your Phone Number]