

Electronic Information Exchange Arrangement

Date: [Insert date]

From: [Sender's Name]
[Sender's Title]
[Sender's Organization]
[Sender's Address]

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

Dear [Recipient's Name],

We are pleased to propose an Electronic Information Exchange Arrangement (EIEA) between our organizations. The purpose of this arrangement is to facilitate efficient data sharing and collaboration on [specific goals or projects].

Under this arrangement, we intend to:

- Define the types of information to be exchanged.
- Establish the protocols and technologies to be used.
- Ensure compliance with applicable laws and regulations regarding data protection.
- Define the roles and responsibilities of each party involved.

We believe that this EIEA will enhance our operational capabilities and contribute positively to our mutual interests. We are looking forward to your feedback and hope to finalize this arrangement at your earliest convenience.

Thank you for your consideration.

Sincerely,

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