

Mutual Partnership Agreement Confirmation

Date: [Insert Date]

From:

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

To:

[Partner's Name]
[Partner's Position]
[Partner's Company]
[Company Address]
[City, State, Zip Code]

Dear [Partner's Name],

We are pleased to confirm our mutual partnership agreement that was discussed on [date of discussion]. We believe that this collaboration will yield substantial benefits for both parties and we are excited to embark on this journey together.

The key points of our agreement are as follows:

- Objective of Partnership: [Insert Objective]
- Roles and Responsibilities: [Insert Roles]
- Duration of Partnership: [Insert Duration]
- Financial Arrangements: [Insert Financial Terms]

We look forward to a fruitful partnership and are eager to get started. Should you have any questions or need further clarification, please feel free to reach out.

Thank you for your cooperation.

Sincerely,

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