

Collaboration Agreement for Service Partnership

Date: [Insert Date]

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

[Partner Company Name]
[Partner Company Address]
[City, State, Zip Code]

Dear [Partner's Name],

This letter serves as a formal collaboration agreement between [Your Company Name] and [Partner Company Name] for the purpose of establishing a service partnership.

1. Purpose

The purpose of this collaboration is to [briefly describe the purpose and objectives of the partnership].

2. Scope of Services

[Detail the services to be provided by each party, including roles and responsibilities.]

3. Duration

This agreement will commence on [start date] and will continue until [end date], unless terminated earlier by either party.

4. Compensation

[Outline the compensation structure and payment terms.]

5. Confidentiality

Both parties agree to maintain confidentiality regarding any proprietary information shared during the duration of this collaboration.

6. Termination

This agreement may be terminated by either party with [number of days] notice in writing.

We look forward to a mutually beneficial partnership and are excited about the possibilities that lie ahead.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]