

Follow-up Partnership Letter

Date: [Insert Date]

[Your Name]
[Your Position]
[Your Organization]
[Your Address]
[City, State ZIP Code]
[Email Address]
[Phone Number]

[Recipient's Name]
[Recipient's Position]
[Recipient's Organization]
[Recipient's Address]
[City, State ZIP Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on our recent discussion regarding the potential partnership for rural outreach initiatives. We are excited about the opportunity to collaborate and believe that our combined efforts can significantly impact the communities we aim to serve.

As we previously discussed, our organization is committed to [briefly outline your organization's goals relevant to the partnership]. We believe that by working together, we can [insert potential outcomes or benefits of the partnership].

To move forward, I would love to schedule a meeting to discuss our next steps. Please let me know your availability so we can plan accordingly.

Thank you once again for considering this partnership. I look forward to your response.

Warm regards,
[Your Name]
[Your Position]
[Your Organization]