

Letter of Bilateral Agreement

Date: [Insert Date]

From: [Your Name]

[Your Position]

[Your Diplomatic Mission]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

To: [Recipient's Name]

[Recipient's Position]

[Recipient's Diplomatic Mission]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to confirm our willingness to enter into a bilateral agreement between [Your Country] and [Recipient's Country] regarding [brief description of the agreement's purpose].

This agreement aims to enhance cooperation in [specific areas of cooperation], ensuring mutual benefits and strengthening diplomatic relations.

Attached, you will find the draft of the proposed agreement for your review. We encourage discussions on the specifics and look forward to your feedback.

Thank you for your attention to this matter. We hope to finalize this agreement at your earliest convenience.

Sincerely,

[Your Signature]

[Your Name]

[Your Position]

[Your Diplomatic Mission]