

Partnership Agreement Outline

Date: [Insert Date]

To: [Insert Agency Name]

Address: [Insert Agency Address]

Subject: Partnership Agreement Outline

Dear [Agency Contact Name],

We are pleased to outline our proposed partnership agreement between [Your Company Name] and [Agency Name]. Below are the key points of our agreement:

1. Purpose

Define the objectives of the partnership and the services to be provided.

2. Roles and Responsibilities

Outline the specific roles and responsibilities of each party.

3. Terms of Agreement

Specify the duration of the agreement, including any termination clauses.

4. Compensation

Detail the payment structure and any fees associated with the services provided.

5. Confidentiality

Establish terms for confidentiality and data protection.

6. Dispute Resolution

Outline the procedures for resolving any disputes that may arise.

7. Governing Law

State the jurisdiction under which the agreement will be governed.

We look forward to discussing this partnership in greater detail. Please feel free to reach out with any questions or amendments to this outline.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

Contact Information: [Your Contact Info]