

Trade Agreement Proposal

Date: [Insert Date]

[Your Name]

[Your Company's Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Company Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to propose a trade agreement between [Your Company's Name] and [Recipient's Company Name]. We believe that our companies share a vision for growth and we see a mutually beneficial opportunity in collaborating.

We propose the following terms for discussion:

- Product/Service Description: [Brief description of the goods/services]
- Pricing Structure: [Outline pricing details]
- Delivery Terms: [Specify delivery expectations]
- Payment Terms: [Define payment conditions]

We are excited about the possibility of partnering with [Recipient's Company Name] and are committed to a successful collaboration. I look forward to discussing this proposal further at your earliest convenience.

Thank you for considering this opportunity.

Sincerely,

[Your Name]

[Your Position]

[Your Company's Name]