

# Partnership Agreement Proposal

Date: [Insert Date]

[Your Name]  
[Your Title/Position]  
[Your Company/Organization]  
[Your Address]  
[City, State, Zip Code]  
[Your Email]  
[Your Phone Number]

[Partner's Name]  
[Partner's Title/Position]  
[Partner's Company/Organization]  
[Partner's Address]  
[City, State, Zip Code]

Dear [Partner's Name],

We are excited to propose a formal partnership between [Your Company/Organization] and [Partner's Company/Organization]. This collaboration aims to [briefly state the purpose or benefits of the partnership].

Overview of Proposed Partnership:

- Objective: [State the objective of the partnership]
- Scope: [Describe the scope of the partnership]
- Roles and Responsibilities: [Outline roles of each party]
- Timeline: [Provide a proposed timeline]
- Funding: [Discuss funding or financial elements if applicable]

We believe that this partnership can bring significant benefits to both parties and serve our mutual interests effectively. We would appreciate the opportunity to discuss this proposal further at your earliest convenience.

Thank you for considering this partnership opportunity. We look forward to your positive response.

Sincerely,

[Your Name]  
[Your Title/Position]  
[Your Company/Organization]