

Partnership Evaluation Introduction

[Your Name]

[Your Position]

[Your Company]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Recipient's Company]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. As part of our ongoing commitment to ensuring mutual growth and success within our partnership, we would like to initiate a formal evaluation of our collaborative efforts.

This evaluation aims to assess our current partnership's effectiveness, identify areas for improvement, and explore new opportunities for collaboration. We believe that your insights will be invaluable to this process.

We would appreciate the opportunity to discuss this evaluation further at your earliest convenience. Please let us know your availability for a meeting or a call in the coming weeks.

Thank you for your continued partnership. We look forward to your feedback and working together towards our shared objectives.

Sincerely,

[Your Name]

[Your Position]

[Your Company]