

Extended Collaboration Framework

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to propose an extended collaboration between [Your Organization] and [Recipient Organization]. Over the past [duration of previous collaboration], we have seen significant achievements and mutual benefits, and I believe there is great potential for us to continue this partnership on a more extensive basis.

We aim to explore the following key areas for collaboration:

- [Collaboration Area 1]
- [Collaboration Area 2]
- [Collaboration Area 3]

To discuss this proposal further, I would be delighted to arrange a meeting at your convenience. Please let me know your available dates and times, and I will do my best to accommodate.

Thank you for considering this opportunity for extended collaboration. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]