

Partnership Request for Community Social Club

[Your Name]

[Your Position]

[Your Community Social Club Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Position]

[Recipient Organization]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to you on behalf of [Your Community Social Club Name], a community-focused organization dedicated to [briefly explain your mission and activities]. We believe that collaboration is key to making a lasting impact in our community, and we would like to explore a potential partnership with [Recipient Organization Name].

We have noticed [mention any relevant experiences or common goals], and we see a great opportunity to collaborate on [mention specific programs, events, or initiatives]. By partnering together, we can [explain the benefits of the partnership for both parties].

We would love the opportunity to discuss this partnership further and explore how we can work together to achieve our common goals. I am available for a meeting at your convenience, and I hope to hear from you soon.

Thank you for considering this opportunity.

Sincerely,

[Your Name]

[Your Position]

[Your Community Social Club Name]