

Letter of Partnership Agreement Revision

Date: [Insert Date]

To: [Partner's Name]

[Partner's Address]

Dear [Partner's Name],

I hope this letter finds you well. As we continue to progress in our partnership, I would like to propose some revisions to our existing partnership agreement to better reflect our current goals and responsibilities.

Proposed Revisions:

- **Clause 1:** [Describe proposed changes to Clause 1]
- **Clause 2:** [Describe proposed changes to Clause 2]
- **Clause 3:** [Describe proposed changes to Clause 3]

These changes aim to enhance our collaboration and ensure clarity in our roles. I believe discussing these revisions at your earliest convenience would be beneficial for both of us.

Please let me know your availability for a meeting, or if you prefer, we can continue this discussion via email.

Thank you for your attention to this matter. I look forward to your feedback.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]