

Collaborative Project Launch

Date: [Insert Date]

To: [Consultant's Name]

From: [Your Name]

Subject: Invitation to Collaborate on [Project Name]

Dear [Consultant's Name],

I am pleased to announce the launch of our collaborative project, [Project Name], which aims to [briefly describe the project objectives]. We believe that your expertise and experience would be invaluable to the success of this initiative.

The project is scheduled to commence on [start date] and will involve a series of phases including [briefly outline phases or milestones]. We would like to invite you to attend an initial meeting on [date and time] to discuss the project details and how we can work together effectively.

Please confirm your availability for the meeting by [RSVP date]. We are excited about the potential of this collaboration and look forward to your positive response.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]