

Joint Venture Expansion Request

Date: [Insert Date]

To,

[Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

Dear [Recipient Name],

We hope this message finds you well. We are writing to formally propose an expansion of our current joint venture, [Joint Venture Name], to capitalize on new market opportunities and enhance our collaborative efforts.

Over the past [duration of the partnership], we have achieved remarkable success, including [briefly mention key achievements or milestones]. As we assess our position in the market and future growth opportunities, we believe that expanding our current collaboration would significantly benefit both parties.

We suggest the following areas for expansion:

- [Area 1: Description]
- [Area 2: Description]
- [Area 3: Description]

We are eager to discuss this proposal further and explore how we can work together to make this expansion a success. Please let us know a convenient time for a meeting or call.

Thank you for your consideration. We look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]