

Unsolicited Proposal for Project Collaboration

[Your Name]
[Your Position]
[Your Company]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Date]

[Recipient's Name]
[Recipient's Position]
[Recipient's Company]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to propose a potential collaboration between [Your Company] and [Recipient's Company] that could be mutually beneficial and drive innovation in our respective fields.

At [Your Company], we specialize in [briefly describe your company's expertise or project focus]. We believe that a partnership with [Recipient's Company] on [specific project or initiative] could lead to [highlight potential benefits/outcomes].

We have outlined some initial ideas and objectives for collaboration:

- [Objective 1]
- [Objective 2]
- [Objective 3]

I would love the opportunity to discuss this proposal in more detail and explore how we can work together to achieve our shared goals. Please let me know your availability for a meeting, either in person or virtually, at your convenience.

Thank you for considering this proposal. I look forward to the possibility of partnering with you.

Warm regards,

[Your Name]
[Your Position]
[Your Company]