

Letter of Intent to Initiate Cooperative Strategy

Date: [Insert Date]

To: [Department Head/Team Name]

From: [Your Name/Your Department]

Subject: Initiation of Cooperative Strategy Between [Department A] and [Department B]

Dear [Department Head/Team Name],

I hope this message finds you well. In light of our recent discussions regarding the strategic objectives of our organization, I would like to propose the initiation of a cooperative strategy between our departments, [Department A] and [Department B].

Our collaboration aims to enhance efficiency, streamline processes, and foster innovation by leveraging our respective strengths. To this end, I suggest we schedule a preliminary meeting to discuss potential areas of cooperation and outline a framework for our collaboration.

Please let me know your availability for a meeting within the next week. I am looking forward to the opportunity to work together and achieve our common goals.

Thank you for considering this initiative.

Best regards,

[Your Name]

[Your Position]

[Your Department]

[Your Contact Information]