

Partnership Health Check Report

Date: [Insert Date]

To: [Partner's Name]

[Partner's Title]

[Partner's Company]

[Partner's Address]

Dear [Partner's Name],

We are conducting a periodic health check of our partnership to evaluate our collaboration and identify areas for improvement. This assessment will help us ensure that both parties are aligned in our goals and objectives.

Key Areas of Focus:

- Communication Effectiveness
- Mutual Goals Alignment
- Resource Sharing
- Performance Metrics
- Feedback Mechanisms

Please find attached a questionnaire to gather your valuable insights. We appreciate your feedback and look forward to discussing the results in our upcoming meeting scheduled for [Insert Date].

Thank you for your continued partnership.

Best regards,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]