

Joint Venture Adjustment Proposal

Date: [Insert Date]

To: [Insert Recipient's Name]

From: [Insert Your Name]

Subject: Proposal for Adjustment in Joint Venture Agreement

Dear [Recipient's Name],

I hope this message finds you well. We appreciate the successful collaboration between [Your Company Name] and [Partner's Company Name] under our joint venture agreement dated [Insert Date]. However, due to [briefly describe the reason for the proposal, e.g., market changes, unforeseen circumstances], we believe it is necessary to propose some adjustments to our current agreement.

Proposed Adjustments

- **Adjustment 1:** [Describe the first proposed adjustment]
- **Adjustment 2:** [Describe the second proposed adjustment]
- **Adjustment 3:** [Describe any additional proposed adjustments]

We believe that these adjustments will facilitate smoother operations and benefit both parties in the long run. We are keen to discuss this proposal further and would appreciate the opportunity to meet and explore these adjustments in detail.

Please let us know your available times for a meeting. Thank you for considering our proposal. We look forward to your response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]