

# Partnership Agreement Proposal

Date: [Insert Date]

From:

[Your Name]  
[Your Position]  
[Your Company Name]  
[Your Company Address]  
[Your Email Address]  
[Your Phone Number]

To:

[Recipient Name]  
[Recipient Position]  
[Recipient Company Name]  
[Recipient Company Address]

## Subject: Proposal for Partnership Agreement

Dear [Recipient Name],

I hope this message finds you well. I am writing to propose a partnership agreement between [Your Company Name] and [Recipient Company Name]. Given our shared values and objectives, I believe that a collaboration between our organizations could yield significant benefits for both parties.

Details of the proposed partnership include:

- Objective: [Describe the main goal of the partnership]
- Scope: [Outline the scope of the partnership]
- Responsibilities: [List the responsibilities of each party]
- Timeline: [Provide a proposed timeline for the partnership]

I would love the opportunity to discuss this proposal further and explore how we can work together. Please let me know a convenient time for you to meet or if you would prefer a call to discuss the details.

Thank you for considering this partnership. I look forward to your positive response.

Sincerely,

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