

Partnership Effectiveness Review

Date: [Insert Date]

To: [Partner's Name]

[Partner's Position]

[Partner's Company]

[Partner's Address]

Dear [Partner's Name],

We hope this message finds you well. As part of our continuous efforts to strengthen our partnership and enhance our collaboration, we would like to schedule a review meeting to discuss the effectiveness of our partnership.

The primary objectives of this review include:

- Assessing the outcomes of our joint initiatives.
- Identifying strengths and areas for improvement.
- Developing strategies for future collaboration.

We propose to meet on [Insert Proposed Date] at [Insert Proposed Time]. Please let us know your availability or suggest a more convenient time.

Thank you for your continued support and partnership. We look forward to our discussion.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]