

Partner Spotlight Feature Plan

Dear [Partner's Name],

We are excited to announce our upcoming Partner Spotlight feature, designed to highlight the incredible work you are doing in our community. This initiative aims to showcase your business and share your story with our audience.

Feature Details:

- **Feature Date:** [Insert Date]
- **Format:** [Interview/Article/Video]
- **Promotion Channels:** [Social Media, Newsletter, Website]

Next Steps:

We would love to schedule a time to discuss your inclusion in the feature. If you could provide us with your availability for a brief meeting, we can outline the details and answer any questions you may have.

Thank you for your partnership and for the amazing contributions you make!

Best regards,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]