

Joint Venture Continuity Assessment

Date: [Insert Date]

To: [Insert Recipient Name]

[Insert Recipient Title]

[Insert Company Name]

[Insert Company Address]

Dear [Insert Recipient Name],

We are writing to conduct a formal assessment regarding the continuity of our joint venture, [Insert Joint Venture Name], established on [Insert Establishment Date]. As we evaluate our strategic goals and the evolving market landscape, it's crucial to ensure that our collaboration remains aligned with our mutual objectives.

To proceed with our assessment, we propose the following agenda:

- Review of current operations and management structure
- Assessment of financial performance to date
- Evaluation of market conditions and potential risks
- Discussion of future opportunities and strategic direction

We would appreciate your feedback on the proposed agenda and your available dates for a meeting. Our priority is to ensure that both parties feel confident about the future of our joint venture.

Thank you for your attention to this matter. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]