

Research Collaboration Request

Date: [Insert Date]

To: [Recipient's Name]
[Recipient's Position]
[Recipient's Institution]
[Institution Address]

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am a [Your Position] at [Your Institution]. I am writing to explore the possibility of collaborating on research related to [Brief Description of Research Topic].

I have been following your work on [Specific Areas of Interest] and believe that our combined expertise could lead to significant advancements in [Specific Goals or Outcomes of Collaboration]. I would appreciate the opportunity to discuss this potential collaboration further.

If you are interested, please let me know a convenient time for you to meet or have a phone call. I am looking forward to your positive response.

Thank you for considering this opportunity.

Best regards,
[Your Name]
[Your Position]
[Your Institution]
[Your Email]
[Your Phone Number]