

# Reference Inquiry for Business Partnership

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company]

[Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Position]

[Recipient's Company]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am reaching out to inquire about a potential business partnership with [Name of Partner Company]. As we evaluate strategic collaborations, your insights would be invaluable to us.

Specifically, we would appreciate your feedback regarding [Name of Partner Company]'s professionalism, reliability, and overall performance in past partnerships. Any details you can provide would greatly assist us in making a well-informed decision.

Thank you for your time and assistance. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]