

Letter of Confirmation for Partnership Exploration

Date: [Insert Date]

[Recipient's Name]
[Recipient's Title]
[Recipient's Company]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to confirm our interest in exploring a potential partnership between [Your Company Name] and [Recipient's Company Name]. Following our recent discussions, we believe there is significant opportunity for collaboration that could benefit both parties.

This letter serves as a formal confirmation of our intention to move forward with the exploration phase. We are eager to discuss the scope, objectives, and expectations of this partnership further.

Please let us know your availability for a meeting in the coming weeks so we can outline our mutual goals and establish a framework for cooperation.

Thank you for considering this partnership. We look forward to the possibilities ahead.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]