

# Partnership Agreement Reassessment

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Partner's Name]

[Partner's Position]

[Partner's Company Name]

[Partner's Company Address]

[City, State, Zip Code]

Dear [Partner's Name],

As we approach the [specific term, e.g., end of this fiscal year], I believe it is an opportune moment for us to reassess our partnership agreement to ensure that it continues to meet our mutual goals and objectives.

We have experienced [specific achievements or challenges] and I feel it is necessary to discuss [specific areas of the agreement you wish to revisit]. I propose that we schedule a meeting at your earliest convenience to review our progress and make any necessary adjustments.

Please let me know your available times, and I will do my best to accommodate. I look forward to our continued collaboration and the potential improvements we can make together.

Thank you for your attention to this matter.

Sincerely,

[Your Name] [Your Position] [Your Company Name] [Your Contact Information]