

# Partnership Proposal Negotiation

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Company]

[Your Address]

[City, State, Zip]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Recipient Company]

[Recipient Address]

[City, State, Zip]

Dear [Recipient Name],

I hope this message finds you well. I am writing to propose a meeting to discuss the potential partnership between [Your Company] and [Recipient Company]. We believe that our combined strengths could lead to mutually beneficial opportunities in [specify area or project].

We are particularly interested in discussing [mention specific points of interest or collaboration], and how we can effectively address any concerns or questions you might have regarding the partnership.

Could we schedule a meeting at your earliest convenience to further discuss this proposal? We are flexible with dates and can accommodate your schedule. Please let us know a time that works for you.

Thank you for considering this partnership opportunity. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Your Company]