

# Collaboration Proposal

Date: [Insert Date]

[Your Name]  
[Your Position]  
[Your Agency Name]  
[Your Agency Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

[Recipient Name]  
[Recipient Position]  
[Recipient Agency Name]  
[Recipient Agency Address]  
[City, State, Zip Code]

**Dear [Recipient Name],**

I hope this message finds you well. My name is [Your Name], and I am the [Your Position] at [Your Agency Name]. We specialize in providing unique travel experiences for our clients, and we are reaching out to explore the potential for collaboration between our agencies.

Given the shared vision of enhancing travel services, we believe that a partnership could be mutually beneficial. Together, we can offer our clients a wider range of travel packages, exclusive deals, and exceptional service that would set us apart in the industry.

We propose to discuss potential collaboration opportunities such as joint marketing efforts, combined travel packages, and cross-promotions. I would love to schedule a meeting to discuss this further at your convenience.

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

Sincerely,  
[Your Name]  
[Your Position]  
[Your Agency Name]