

# Business Proposal Request for Partnership

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company]

[Your Company Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Recipient Position]

[Recipient Company]

[Recipient Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am reaching out to explore a potential partnership opportunity between [Your Company] and [Recipient Company]. Given our mutual interests in [briefly describe the common interests or goals], I believe that a partnership could be mutually beneficial.

At [Your Company], we have been [briefly describe your company's achievements, products, or services]. We believe that by joining forces, we can [describe potential benefits of the partnership].

I would appreciate the opportunity to discuss this proposal in more detail. Please let me know a convenient time for you to have a conversation, or alternatively, we can arrange a meeting to explore this further.

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

Sincerely,

[Your Name]

[Your Position]

[Your Company]