

Proposal for Collaboration

Date: [Insert Date]

To: [Insert Recipient's Name]

[Insert Recipient's Title]

[Insert Organization's Name]

[Insert Organization's Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to propose a collaboration for an upcoming city-wide poetry reading event aimed at celebrating local talent and fostering community engagement.

The event is tentatively scheduled for [Insert Date], and we would love to partner with [Insert Organization's Name] to bring together poets, artists, and community members in a vibrant celebration of the spoken word.

We believe that your organization shares our vision for promoting arts and culture in our community, and this collaboration could enhance the experience for all participants. We are looking for support in areas such as promotion, venue selection, and logistics.

Please let me know a convenient time for us to discuss this proposal further. I look forward to the possibility of working together to make this event a success.

Thank you for considering this partnership.

Warm regards,

[Your Name]

[Your Title]

[Your Organization]

[Your Phone Number]

[Your Email Address]