[Company Name]

[Company Address]

[City, State, ZIP Code]

**Subject: Proposal for Long-Term Partnership Agreement**

Dear [Recipient’s Name],

We hope this message finds you well. We are writing to propose a long-term partnership agreement between [COMPANY NAME] and [RECIPIENT’S COMPANY NAME] to foster a mutually beneficial relationship that supports our shared goals and vision.

**Proposal Overview**:

Our proposal aims to establish a formal agreement that outlines the terms and scope of our collaboration, ensuring clear expectations and a foundation for long-term success. This partnership would encompass the following key elements:

1. **Scope of Collaboration**:

* [*Briefly outline the proposed areas of collaboration, e.g., “Joint product development,” “Shared marketing initiatives,” or “Strategic resource allocation.”*]

1. **Duration**:

* We propose a partnership term of [*specific time frame, e.g., “three years”*], with an option to renew upon mutual agreement.

1. **Benefits**:

* For [RECIPIENT’S COMPANY NAME]: [*List benefits, e.g., “Access to broader customer networks,” “Reduced operational costs,” or “Enhanced market presence.”*]
* For [OUR COMPANY NAME]: [*List benefits, e.g., “Increased efficiency through shared resources” or “Improved product innovation.”*]

1. **Shared Goals**:

* [*List overarching goals of the partnership, e.g., “Expanding market share,” “Increasing customer satisfaction,” or “Enhancing operational synergies.”*]

**Next Steps**:

We would appreciate the opportunity to discuss this proposal further and address any questions or adjustments you may have. Please let us know a convenient time for a meeting or call to review the details.

You can reach us at [Email Address/Phone Number]. We are confident that this partnership has the potential to drive significant value for both organizations and look forward to exploring the possibilities together.

Thank you for considering this proposal.

Yours sincerely,

……………………………………………………….

[NAME]

[TITLE]

[COMPANY NAME]