

Sample Business Letter for Partnership Proposal with Financial Terms

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Title/Position]

[Recipient Company Name]

[Recipient Address Line 1]

[Recipient Address Line 2]

Dear [Recipient Name],

Subject: Partnership Proposal with Detailed Financial Terms

I am writing on behalf of [Your Company Name] to formally propose a strategic partnership between our organizations. We believe that by combining our resources and expertise, we can mutually benefit from increased market reach, operational efficiency, and enhanced value for our respective customers.

Financial Terms of the Partnership:

- **Investment Amount:** [Each party will invest \$XXX,XXX into the partnership for initial operations and marketing initiatives.]
- **Profit-Sharing Ratio:** [Profits will be shared in the following ratio: Your Company â€“ XX%, Partner Company â€“ XX%.]
- **Payment Schedule:** [Profit distributions will occur on a quarterly basis, with payments processed within 15 days of the quarter's end.]
- **Responsibilities:**
 - [Your Company] will be responsible for [specific duties, e.g., product development, logistics, etc.]
 - [Partner Company] will oversee [specific duties, e.g., sales, marketing, customer support, etc.]

Please note that these terms are negotiable, and we are open to further discussion to ensure that both parties benefit fairly and transparently from this partnership. A detailed agreement will be drafted upon mutual confirmation.

We are confident that this collaboration will be a significant step forward for both of our organizations. We look forward to your response and to discussing this proposal in more detail.

Thank you for considering this opportunity. Please do not hesitate to contact me directly at [Your Phone Number] or [Your Email Address] if you have any questions or require further information.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Company Name]

[Your Contact Information]