

COMPANY NAME: _____

ADDRESS: _____

WEBSITE: _____

PHONE: _____

EMAIL: _____

**YOUR
COMPANY
LOGO**

Name: _____

Title: _____

Company: _____

Street Address: _____

City/ State/ Zip: _____

Phone: _____

Email: _____

Date: _____

Dear _____:

My name is _____ and I am writing on behalf of _____
_____. Our company is interested in _____
_____.

Our company has been on the market for _____ and has succeeded in building a client
portfolio of _____. The services we offer include _____
_____.

It is our firm belief that a partnership with _____ would greatly
benefit both parties. We look forward to hearing your thoughts on our proposal.

Best regards,
