

Business Co-Operation Proposal

Date:

To (Recipient Company Name):

From (Proposer's Company Name):

Subject:

1. Introduction

Provide a brief introduction about your company and the intent of this proposal.

2. Objective of Cooperation

State the main objectives/purpose for this business cooperation.

3. Proposed Areas of Cooperation

- Area 1
- Area 2
- Area 3

4. Roles & Responsibilities

Briefly outline the expected roles and responsibilities of both parties.

5. Proposed Timeline

Outline the expected time frame for the proposed cooperation.

6. Benefits & Value Proposition

Summarize anticipated benefits and value for both parties.

7. Terms & Conditions

List general terms and conditions or key points for cooperation.

8. Contact Information

Name:

Title:

Company:

Email:

Phone:

9. Signature

Name & Position

Date