

16 February 2026

Jane Wilson

456 Client Road
Manchester, M1 2AB

Re: Partnership Proposal

Dear Jane Wilson,

Thank you for your interest in partnering with ACME Corp. We are delighted to present this proposal for your consideration.

Our team has extensive experience in delivering high-quality solutions that drive business value. We believe a partnership would be mutually beneficial.

Please find the detailed terms and conditions enclosed with this letter. We look forward to your response.

Kind regards,

John Smith

Managing Director