

# Draft partnership communication strategy - Claude

 [claude.ai/chat/57b16596-1286-4a7c-82de-4cd2e21a3cec](https://claude.ai/chat/57b16596-1286-4a7c-82de-4cd2e21a3cec)



BY ANTHROPIC

I

draft a comment here.. also say we are a new partner and looking forward to work with .. et etc

The user is asking me to draft a comment in what appears to be a job order management system. I can see from the screenshot that:

1. This is a comment dialog box for Job Order ID 828
2. The status is "Approved And Released"
3. There's already a comment from someone asking "@Aman" to share client details and confirm start dates
4. The user wants me to draft a new comment mentioning that they're a new partner and looking forward to working together

Let me draft a professional, friendly comment that:

- Addresses the request for client details
- Mentions being a new partner
- Expresses enthusiasm for the partnership

- Maintains a professional tone
- Is concise but warm

Here's a good draft:

"Hi @Aman,

Thank you for the opportunity! We're excited to be partnering with you as a new vendor.

Could you please share the following details:

- Client name and point of contact
- Correct start date (noticed the dates appear to be in the past)
- Bill rate and pay rate confirmation
- Any specific requirements or preferences

We have strong candidates ready and look forward to supporting this requirement quickly.

Best regards, InTime eSolutions"

This covers the necessary information request while being professional and friendly.

Here's a professional comment you can use:

**Hi @Aman,**

Thank you for this opportunity! We're excited to be partnering with you as a new vendor and look forward to building a strong working relationship.

Could you please share the following details for Job Order 828:

- Client name and contact information
- Correct start date (noticed the dates show as past - please confirm)
- Bill rate and pay rate
- Any specific client requirements or preferences

We have qualified candidates ready to submit and are committed to quick turnaround and quality service.

Looking forward to working together!

**Best regards, InTime eSolutions Team**

This comment: ☒ Acknowledges the new partnership positively ☒ Politely requests necessary information ☒ Addresses the date discrepancy professionally ☒ Shows readiness and enthusiasm ☒ Maintains professional tone suitable for first engagement

I

keep it simple..

Sayign i want to take a moment and introduce ourselves. We are part of InTime, a new patner to Dexian. And lookign forward to work .. Coming to osition, can you share the cleint name, dates. and any special notes/intructions provided by client to pickteh right candiadte.

The user wants a simpler, more straightforward version. Let me draft this keeping it concise and friendly while covering:

1. Introduction as InTime
2. New partner to Dexian
3. Looking forward to working together
4. Request for client name, dates, and special instructions

I'll keep it conversational and simple.

Here's a simple, straightforward version:

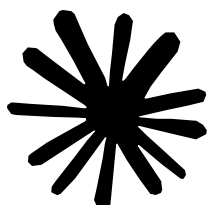
**Hey @Aman,**

I want to take a moment and introduce ourselves. We are part of InTime, a new partner to Dexian, and looking forward to working with you.

Coming to this position, could you share the client name, dates, and any special notes/instructions provided by the client to pick the right candidate?

Thanks!

Clean, simple, and covers everything you need! 👍



[Claude can make mistakes. Please double-check responses.](#)