[DATE]

[NAME AND ADDRESS]

**Proposal for a new business agreement**

Dear [ADDRESSEE],

Reference is made to the various agreements between [LEGAL NAME OF YOUR PARTY] (“**we**” or “**our**”) and [LEGAL NAME OF OTHER PARTY] (“**you**” or “**your**”), which govern different aspects of our relationship. In the interest of improving efficiency and ensuring long-term alignment, we propose consolidating these agreements into a single, comprehensive contract (the “**Consolidated Agreement**”).

The Consolidated Agreement will replace and supersede all existing agreements, incorporating their terms, conditions, rights, and obligations into one unified document. This approach will simplify administration, eliminate redundancies, and address any ambiguities or conflicts in the existing agreements. The Consolidated Agreement will also reflect the current scope of our relationship, align with updated business practices, and include any necessary changes to meet evolving regulatory and operational requirements.

We believe this consolidation will provide clarity, streamline our contractual relationship, and enhance collaboration between our organizations. To move forward, we propose initiating discussions to review the existing agreements, draft the Consolidated Agreement, and finalize it by [TARGET DATE].

Please let us know if you are open to this proposal and share your feedback by [DATE]. Upon your agreement, we are ready to commence the review and drafting process immediately.

Please direct any questions or responses to [NAME], [TITLE], at [EMAIL ADDRESS/PHONE NUMBER].

We look forward to your response and the opportunity to strengthen our partnership through this new agreement.

[SIGNATURE PAGE TO FOLLOW]

Yours truly,

[LEGAL NAME OF YOUR PARTY]

By: …………………………..

Name: [NAME]

Title: [TITLE]