

Dear [Partner Name],

My name is [Your Name] and I am a [Your Profession/Business Name] here in [Neighborhood Name]. As someone who values providing high-quality service to our community, I have long admired the work you do at [Partner Business Name].

I am reaching out because many of my clients frequently ask for recommendations for a trusted [Partner's Profession/Service]. Given your reputation for excellence, I would love to officially recommend you to my network.

I am proposing a simple cross-promotion partnership where we can support one another and provide extra value to our neighbors. This could include:

- Exchanging business cards or brochures to display in our offices.
- A mention in our respective email newsletters.
- A "neighborhood expert" shout-out on social media.
- Offering a small "referral discount" for clients we send to each other.

I believe that by working together, we can strengthen our local business community and ensure our neighbors are getting the best possible care and service.

Are you available for a brief coffee or a quick phone call next week to discuss how we might help each other grow?

Best regards,

[Your Name]

[Your Business Name]

[Your Phone Number]

[Your Email/Website]