

[Your Full Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Email Address]  
[Your Phone Number]

[Date]

[Name of Recipient/Managing Partner]  
[Name of the Organization]  
[Company Address]  
[City, State, Zip Code]

Dear [Name of Recipient],

I am writing to formally express my interest in joining [Company Name] as a Founding Partner. Having closely followed the development of the organization and its mission to [mention company mission or industry goal], I am eager to contribute my expertise to help shape the foundation and future growth of this venture.

With my extensive background in [mention your field or specialty], I have developed a strong track record of [mention a key achievement or skill]. I believe that my experience in [mention specific relevant skill, e.g., strategic planning, product development, or fundraising] aligns perfectly with the current objectives of the founding team.

As a Founding Partner, I am prepared to commit the necessary capital, time, and strategic resources to ensure the company's success. I am particularly interested in overseeing [mention a specific area of responsibility] and helping the team navigate the challenges of the initial growth phase.

I have attached my professional biography and a summary of my potential contributions for your review. I would welcome the opportunity to discuss how my vision aligns with yours and how we can work together to build a market-leading organization.

Thank you for your time and consideration. I look forward to hearing from you.

Sincerely,

[Your Signature]

[Your Printed Name]