

Casual and Friendly Email

Subject: Thanks for Your Proposal

Hi [Recipient Name],

Just wanted to let you know we received your collaboration proposal. It looks exciting, and weâ€™ll be reviewing it in detail over the next few days.

Weâ€™ll get back to you with our thoughts soon. Thanks again for reaching out!

Cheers,

[Your Name]

[Company Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/acknowledgement-letter-sample-for-business>