

Formal official appointment request

Subject: Request for Appointment to Discuss Strategic Partnership

Dear [Executive's Name],

I respectfully request an appointment with you to present a strategic proposal that I believe will add significant value to both our organizations. Given your leadership and insight, I would greatly appreciate the opportunity to explain our vision in person.

I am flexible with scheduling and will adjust to your availability. Kindly advise me on a convenient time and date.

I sincerely thank you for your consideration.

Respectfully,

[Your Name]

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