**Subject: meeting request letter for [X]**

Dear Johnson,

As discussed in our last sitting, I am seeking an appointment of meeting with you through this letter. You can schedule it at your convenience. I want to meet you personally to discuss some business proposals with you. I hope you will be impressed by my unique business proposals, innovative ideas and wish to establish a long-term business partnership with my company. I am sure that we can get mutual benefit from each other and grow together. By establishing a successful business partnership, our companies would be top ranked.

Basically, we have provided consultancy services to many renowned companies in the country. Apart from these companies, many non-profit organizations have also been benefited by virtue of our business consultancy. We aim to provide our services in terms of the business development of our clients.

To cater to their needs, we are also conducting market surveys, making financial guidelines, integrating manpower, and streamlining all those activities which are concerned with routine operations within an organization.

This meeting between us would be a unique opportunity for both of us. We could share our ideas in a broader sense for modern and sustainable business strategies. If you need any clarification in this regard, you can contact me at [contact number]. It will be my honor to share the relevant information with you. To get a clearer idea about our vision, you may visit our website. There you will find various services being offered by us.

Keeping in view all the facts, I request you to schedule the meeting at your earliest. We would be able to address our common problems and find out their possible solutions as well. In this way, we would grow together.

I am waiting for your positive response.

Regards,

Allan Joseph