

[Date]

[Partner Name]
[Partner Organization]
[Address Line 1]
[City, State, Zip Code]

Dear [Partner Contact Name],

Welcome to the [Your Organization Name] Career Partnership Program

We are excited to officially welcome you as a strategic partner. Our goal is to bridge the gap between talent and opportunity, and we are thrilled to have your organization join us in this mission.

Registration Confirmation

Your partnership registration has been successfully processed. Below are your account details and the next steps for accessing our career portal:

- **Partner ID:** [ID Number]
- **Portal URL:** [Link to Portal]
- **Username:** [Username/Email]

Getting Started

1. **Complete Your Profile:** Log in to the portal to update your organization's branding and contact preferences.
2. **Post Opportunities:** You can now begin listing job openings, internships, or mentorship programs.
3. **Review Resources:** Access our Partner Handbook located in the "Resources" tab of your dashboard.

To help you maximize this partnership, we have assigned a dedicated Account Manager to your organization. You can reach [Account Manager Name] at [Email Address] or [Phone Number] for any assistance.

Thank you for your commitment to fostering professional growth and career excellence. We look forward to a successful collaboration.

Best Regards,

[Your Name]

[Your Title]

[Your Organization Name]