

Name: _____

Go Solo or Form a Partnership?
Business Letter (20 points)

Imagine that you and a friend invent a new product. You would like to start selling this product in the market (*you may choose any product you want*). Your friend wants to be your partner. Since they worked with you on the new invention, should you form a *partnership* with them or start a *sole proprietorship*?

Write a letter to your friend discussing your decision (think about ethics), the benefits of the type of business ownership you chose, and the next steps in starting the business. Use the *Business Letter* example as a formatting guide.

Grading Rubric

	Target (5pts)	Acceptable (3pts)	Unacceptable (1pt)
Ideas	Ideas were expressed in a clear and organized way.	Ideas were expressed in a pretty clear manner, but organization could have been better.	Ideas were somewhat organized, but lack clarity.
Format	Complies with all requirements for a business letter.	Complies with almost all requirements for a business letter.	Complies with several requirements for a business letter.
Sentences, Paragraphs, Spelling & Grammar	Sentences and paragraphs are complete and well constructed. No errors in spelling or grammar.	Sentences are complete and well constructed. Paragraphing is generally well done. 1-3 errors in spelling or grammar.	Most sentences are complete and well constructed. Paragraphing needs work. More than 3 errors in spelling or grammar.
Length	1 page in length, 12 pt. Times New Roman or Ariel font	3/4 page in length, 12 pt. Times New Roman or Ariel font	Less than 3/4 page in length, font is not 12 pt. Times New Roman or Ariel font