Forwarding a Lead to a Partner

**Partner Contact Information**

* Paperless Productivity
  + [shamel@paperlessproductivity.com](mailto:shamel@paperlessproductivity.com)
    - Please check-in with Jonathan Andrews before emailing this contact unless otherwise approved to contact.
  + [laura@paperlessproductivity.com](mailto:laura@paperlessproductivity.com)
    - Please check-in with Jonathan Andrews before emailing this contact unless otherwise approved to contact.
* Bit by Bit
  + [pete@bitxbit.com](mailto:pete@bitxbit.com)
    - Please check-in with Jonathan Andrews before emailing this contact unless otherwise approved to contact.
* One Touch Global
  + [sriley@otgt.com](mailto:sriley@otgt.com)
    - Please check-in with Jonathan Andrews before emailing this contact unless otherwise approved to contact.
* Fred Uygur
  + [daronson@atechnologies.com](mailto:daronson@atechnologies.com)
* New Castle
  + Refer to Jonathan Andrews
* Any Other Partner
  + Refer to Jonathan Andrews

**Sending the Email**

* Subject Line
  + LEAD: [Organization Name] – [Intent Form] Request
* TO: Partner Contact
* CC: marketing@atechnologies.com
* Body  
    
  Hi [First-Name],

We've had a lead hit our site from [organization], one of your [lead accounts / clients]. Please find the lead details below from their [Intent Form] Request:

[Form Fields - Minus Internal Forms (e.g. Accept Terms, Campaign Source, etc.)]

Regards,  
  
[Signature]

* Example:  
  