Forwarding a Lead to a Partner

**Partner Contact Information**

* Paperless Productivity
	+ shamel@paperlessproductivity.com
		- Please check-in with Jonathan Andrews before emailing this contact unless otherwise approved to contact.
	+ laura@paperlessproductivity.com
		- Please check-in with Jonathan Andrews before emailing this contact unless otherwise approved to contact.
* Bit by Bit
	+ pete@bitxbit.com
		- Please check-in with Jonathan Andrews before emailing this contact unless otherwise approved to contact.
* One Touch Global
	+ sriley@otgt.com
		- Please check-in with Jonathan Andrews before emailing this contact unless otherwise approved to contact.
* Fred Uygur
	+ 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:
