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# LETTER OF INTENT

\_\_\_\_\_ [Your Name]  
\_\_\_\_\_ [Street Address]  
\_\_\_\_\_ [City, Postcode]  
\_\_\_\_\_ [Email Address]  
  
\_\_\_\_\_ [Date]

\_\_\_\_\_ [Recipient's Name]  
\_\_\_\_\_ [Recipient's Title]  
\_\_\_\_\_ [Company Name]  
\_\_\_\_\_ [Company Address]  
\_\_\_\_\_ [City, Postcode]

Dear \_\_\_\_\_ [Recipient's Name],

\_\_\_\_\_ [Your name], residing at \_\_\_\_\_ [Your address] ("the Seller"), hereby expresses the intent to agree with \_\_\_\_\_ [Buyer's name], residing at \_\_\_\_\_ [Buyer's address] ("the Buyer"), for the acquisition of \_\_\_\_\_ [Goods/services/object of the letter], in consideration of £ \_\_\_\_\_ [Amount in words] (£ \_\_\_\_\_ [Amount in numbers]).

The payment will be made in accordance with the following terms: \_\_\_\_\_ [Purchase Terms] and shall be paid no later than \_\_\_\_\_ [Agreed Payment Date].

This letter represents the mutual consent of the parties to pursue a legitimate agreement that shall be considered \_\_\_\_\_ [Binding/Non-Binding]. It demonstrates both parties' intention to negotiate in good faith. Following the execution of this document, a formal agreement may be drafted to benefit both parties.

The purchase price shall be payable upon the signing of \_\_\_\_\_ [This Letter of Intent/Another Formal Agreement].

## **Governing Law**

This Letter of Intent shall be governed by and construed in accordance with the laws of \_\_\_\_\_ [England/Wales/Scotland/Northern Ireland].

**Signatures**

**IN WITNESS WHEREOF**, the Seller and Buyer have executed this Letter of Intent on this \_\_\_\_\_ [Day] day of \_\_\_\_\_ [Month], \_\_\_\_\_ [Year].

The Seller:

\_\_\_\_\_ [Seller's Name]

Signature: \_\_\_\_\_

The Buyer:

\_\_\_\_\_ [Buyer's Name]

Signature: \_\_\_\_\_

*All documents provided through this service are for informational purposes only and do not constitute legal advice. For specific circumstances, it is recommended to consult with a qualified legal professional in the United Kingdom.*