

Letter of Intent for Joint Venture

Date: [Insert Date]

[Your Organization Name]
[Your Organization Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

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

Dear [Partner Organization Contact Name],

We are pleased to propose a joint venture between [Your Organization Name] and [Partner Organization Name] to [briefly describe the purpose of the joint venture]. Our organizations share a common mission to [state mission or goal] and believe that by collaborating, we can achieve greater impact in our community.

The objectives of this joint venture include:

- [Objective 1]
- [Objective 2]
- [Objective 3]

We propose the following initial terms for our partnership:

- Duration: [Duration]
- Responsibilities: [Brief outline of responsibilities for each organization]
- Funding: [Description of funding arrangements]

We are excited about the possibility of working together and believe that this joint venture can bring substantial benefits to both organizations and the communities we serve. We would appreciate the opportunity to discuss this proposal further and iron out details.

Please let us know your availability for a meeting within the next two weeks to discuss this joint venture.

Thank you for considering this important partnership. We look forward to your response.

Sincerely,

[Your Name]

[Your Title]

[Your Organization Name]