

Letter of Intent

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my intent to join the board of directors for [Company Name]. With a background in [Your Expertise/Industry], I believe that my skills and experiences will be valuable assets to the board and to the ongoing success of the company.

Throughout my career, I have demonstrated my commitment to [relevant experience or achievements], which aligns with the strategic goals of [Company Name]. I am particularly impressed with [mention any specific initiatives or achievements of the company], and I would be honored to contribute to these efforts.

I am excited about the possibility of collaborating with fellow board members to steer [Company Name] towards its future objectives while upholding the values and principles that underpin its success.

Thank you for considering my intent to join the board. I look forward to the opportunity to discuss my application further.

Sincerely,

[Your Name]