

# Joint Venture Intent Letter

[Your Company Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company Name]

[Recipient's Address]

[City, State, Zip Code]

## **Subject: Intent to Establish Joint Venture**

Dear [Recipient's Name],

We are pleased to express our intent to explore a potential joint venture between [Your Company Name] and [Recipient's Company Name] for the purpose of [briefly describe the collaboration focus, e.g., developing a new product, entering new markets, etc.].

We believe that combining our resources and expertise can significantly enhance our competitive advantage and accelerate growth opportunities in the [mention industry or market]. Our preliminary discussions have shown great promise, and we are excited about the possibility of working together.

To further this intent, we propose to schedule a meeting to discuss the collaboration details, potential synergies, and the next steps to formalize our partnership. Please let us know your availability for a meeting within the next few weeks.

Thank you for considering this opportunity for collaboration. We look forward to your positive response.

Warm regards,

[Your Name]

[Your Title]

[Your Company Name]