

Cost-Sharing Agreement

Date: [Insert Date]

To: [Insert Recipient's Name]

Address: [Insert Recipient's Address]

Dear [Recipient's Name],

We are pleased to enter into this cost-sharing agreement regarding [describe the project or purpose]. This agreement outlines the financial contributions and responsibilities of each party involved.

1. Purpose

The purpose of this agreement is to outline the terms under which the parties will share costs associated with [specify purpose or project details].

2. Cost Breakdown

The total cost for the project is estimated to be [total amount]. The costs will be shared as follows:

- [Party 1 Name]: [Percentage or Amount]
- [Party 2 Name]: [Percentage or Amount]

3. Payment Terms

Payments will be made as follows:

- Payment Due Date: [Insert Date]
- Payment Method: [Specify Method]

4. Duration

This agreement will commence on [Start Date] and will continue until [End Date] or until agreed upon termination by both parties.

5. Governing Law

This agreement shall be governed by the laws of [Specify Jurisdiction].

We appreciate your collaboration and look forward to a successful partnership. Please sign below to confirm your acceptance of this agreement.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Recipient's Name]

Date: _____