

# Letter of Intent for Business Acquisition

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Position]

[Recipient's Company Name]

[Recipient's Company Address]

[City, State, Zip Code]

## Subject: Letter of Intent for Business Acquisition

Dear [Recipient's Name],

We are pleased to submit this Letter of Intent ("LOI") regarding our interest in acquiring [Target Company Name]. After extensive preliminary discussions and due diligence, we are enthusiastic about the significant synergies that could be achieved through this transaction.

Our proposal is as follows:

- Proposed Purchase Price: [Insert Amount]
- Payment Terms: [Insert Payment Terms]
- Proposed Timeline: [Insert Timeline]
- Due Diligence Period: [Insert Due Diligence Period]

This LOI represents our intent to work together in good faith to finalize a definitive agreement. We believe this acquisition will be beneficial to both parties and look forward to the opportunity to explore this further.

Please indicate your acceptance of this proposal by signing below.

Sincerely,

[Your Signature]

[Your Name]

[Your Position]

[Your Company Name]

Accepted and Agreed:

\_\_\_\_\_

[Recipient's Name]

[Recipient's Position]

[Recipient's Company Name]

Date: \_\_\_\_\_