

# Letter of Intent for Technology Transfer Negotiation

Date: [Insert Date]

To,

[Recipient's Name]  
[Recipient's Position]  
[Company Name]  
[Company Address]  
[City, State, Zip Code]  
[Country]

Dear [Recipient's Name],

We are pleased to express our interest in negotiating a cross-border technology transfer agreement between [Your Company Name] and [Recipient's Company Name]. Our mutual commitment to advancing technology and fostering innovation presents a valuable opportunity for both organizations.

We propose to schedule a meeting to discuss the scope, terms, and conditions of the technology transfer. We believe that a collaborative dialogue will enable us to explore potential synergies and ensure compliance with applicable regulations.

Suggested dates for our initial meeting are [Insert Dates]. Please let us know your availability, or suggest an alternative time that works for you.

We look forward to your positive response and to embarking on this exciting opportunity together.

Best regards,

[Your Name]  
[Your Position]  
[Your Company Name]  
[Your Company Address]  
[City, State, Zip Code]  
[Country]  
[Email Address]  
[Phone Number]