

[Your Name]
[Your Title]
[Your Company Name]
[Your Company Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Recipient Title]
[Recipient Company Name]
[Recipient Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Letter of Intent for Distributorship

I am writing to express my intent to become a distributor for [Recipient Company Name] products in [specific region/market]. Our company, [Your Company Name], has a proven track record in the [industry] and is committed to delivering high-quality products and exceptional service.

1. ****Background of Our Company****

- Brief description of your company, including its history, mission, and key achievements.

2. ****Market Opportunity****

- Description of the market potential for the products, including any relevant data or insights about demand in the specified region.

3. ****Proposed Terms****

- Outline of the proposed terms for the distributorship, including pricing, payment terms, and any promotional efforts.

4. ****Value Addition****

- Explanation of how your company can add value to [Recipient Company Name], such as marketing strategies or distribution capabilities.

5. ****Next Steps****

- Request for a meeting or discussion to further explore this opportunity and establish a formal agreement.

Thank you for considering my proposal. I look forward to the possibility of working together and contributing to the growth of [Recipient Company Name] in our market.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Title]
[Your Company Name]