

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

Dear [Recipient Name],

Subject: Letter of Intent for Investment

I am writing to express [Your Company]'s intent to invest in [Recipient Company] under the terms outlined below.

**\*\*1. Investment Amount:\*\***

[Specify the amount of investment]

**\*\*2. Purpose of Investment:\*\***

[Briefly explain the purpose and expected use of the funds]

**\*\*3. Terms:\*\***

[Outline the key terms of the investment, including any conditions, if applicable]

**\*\*4. Timeline:\*\***

[Provide an estimated timeline for the investment process]

This letter serves as a preliminary expression of our interest and is not binding. We look forward to discussing this proposal further and working together to finalize the details.

Thank you for considering our investment opportunity.

Sincerely,

[Your Name]  
[Your Title]  
[Your Company]