

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

[Recipient's Name]  
[Recipient's Title]  
[Organization Name]  
[Organization Address]  
[City, State, Zip Code]

Dear [Recipient's Name],  
Subject: Letter of Intent

I am writing to express my intent to [briefly explain your purpose - e.g., collaborate, participate, apply] concerning [specific project, opportunity, or reason related to Jyotiba].

[Provide a brief background of yourself and your qualifications related to Jyotiba.]

I believe that my skills and experience in [mention relevant skills or experiences] will contribute positively to [mention the joint goal or purpose].

I look forward to the opportunity to discuss this further and explore how we can work together.

Thank you for considering my intent.

Sincerely,  
[Your Name]