

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

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

Subject: LLC Membership Agreement

Dear [Recipient Name],

This Membership Agreement ("Agreement") is entered into as of [Date], by and between [Your LLC Name], a Limited Liability Company (the "Company"), and [Member Name] ("Member").

****1. Membership Interest****

The Member agrees to contribute to the Company as follows:

- Initial Capital Contribution: \$[Amount]
- Membership Percentage: [Percentage]%

****2. Purpose****

The purpose of the Company is to [briefly describe the business activities].

****3. Rights and Responsibilities of Members****

- Each Member shall have the right to vote on matters pertaining to the Company in proportion to their Membership Interest.
- Members are responsible for a fair allocation of profits and losses as per their Membership Interests.

****4. Term****

This Agreement shall commence on the effective date and continue until terminated by mutual consent of the Members or in accordance with the operating agreement.

****5. Governing Law****

This Agreement shall be governed by and construed in accordance with the laws of the State of [State].

Please indicate your acceptance of this agreement by signing below.

Sincerely,

[Your Signature]
[Your Name]
[Title, if applicable]

[Member Signature]
[Member Name]
[Date]