

[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 Oil and Gas Investments

I. Introduction

This Letter of Intent ("LOI") outlines the preliminary terms and conditions under which [Your Company Name] proposes to enter into a strategic investment partnership with [Recipient Company Name] for the purpose of [briefly describe the investment objective, e.g., acquiring, developing, or operating oil and gas assets].

II. Background

[Provide a brief background about your company and its interest in oil and gas investments, as well as the rationale for partnering with the recipient's company.]

III. Proposed Terms

1. Investment Amount: [Specify the amount of investment]
2. Structure: [Outline the proposed investment structure, e.g., equity, debt, joint venture]
3. Timeline: [Detail the anticipated timeline for the investment process]
4. Due Diligence: [Indicate the due diligence process and timeline]

IV. Conditions

This LOI is subject to the following conditions:

1. [Condition 1]
2. [Condition 2]
3. [Condition 3]

V. Non-Binding Agreement

This LOI is non-binding and is intended to serve as a basis for further discussions and negotiations regarding the proposed investment.

VI. Confidentiality

Both parties agree to maintain confidentiality regarding the discussions and information exchanged in connection with this LOI.

VII. Closing

We appreciate your consideration of this proposal and look forward to the opportunity to discuss it further. Please sign below to acknowledge receipt and agreement to the proposed terms outlined in this LOI.

Sincerely,

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

Acknowledged and Agreed:

[Recipient Name]
[Recipient Title]

[Recipient Company Name]
[Date]