

# LETTER OF INTENT TO INVEST

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\_\_\_\_ [Investor Representative's Name]  
\_\_\_\_ [Investor Representative's Title]  
\_\_\_\_ [Investor Name]  
\_\_\_\_ [Investor Address]  
\_\_\_\_ [City, State, Zip Code]  
\_\_\_\_ [Phone or Email]

\_\_\_\_, 20\_\_\_\_

\_\_\_\_ [Company Representative's Name]  
\_\_\_\_ [Company Representative's Title]  
\_\_\_\_ [Company Name]  
\_\_\_\_ [Company Address]  
\_\_\_\_ [City, State, Zip Code]  
\_\_\_\_ [Phone or Email]

Dear \_\_\_\_\_ [Company/Company Representative's Name],

I am pleased to present this Letter of Intent to express my intention to invest in \_\_\_\_\_ [Company Name], which is incorporated under the laws of the \_\_\_\_\_ [State] and located at \_\_\_\_\_ [Company's Address]. Herein are the proposed terms for my investment:

**1. Investment Amount:** I propose an investment amount of \$ \_\_\_\_\_ [Total Investment Amount] into \_\_\_\_\_ [Company Name].

**2. Type of Investment:** (Check all applicable)

- Equity
- Debt
- Convertible Note
- Other: \_\_\_\_\_

**3. Structure of Investment:** The investment will be structured as

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4. Valuation:** The investment will be based on a pre-money valuation of \$ \_\_\_\_\_.

**5. Use of Funds:** The funds will be utilized for \_\_\_\_\_

\_\_\_\_\_  
[Describe specific use, e.g., scaling operations, product development, market expansion, etc.].



**6. Ownership Stake:** In exchange for this investment, I would receive \_\_\_\_\_% of equity in \_\_\_\_\_ [Company Name].

**7. Board Representation:** I would like to request a seat on the board of directors to actively participate in strategic decision-making processes (Optional).

**8. Due Diligence:** This letter of intent is contingent upon the satisfactory completion of due diligence, including but not limited to, financial audits, legal compliance checks, and market analysis.

**9. Principal Members:** The investment team includes the following principal members:

- \_\_\_\_\_ [Principal Member Name], \_\_\_\_\_ [Title], who has \_\_\_\_\_  
[Description of relevant experience and background].
- \_\_\_\_\_ [Principal Member Name], \_\_\_\_\_ [Title], who has \_\_\_\_\_  
[Description of relevant experience and background].
- \_\_\_\_\_ [Principal Member Name], \_\_\_\_\_ [Title], who has \_\_\_\_\_  
[Description of relevant experience and background].

**10. Financing:** This investment is contingent upon the arrangement of appropriate financing from

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(Optional description of the financing sources)

**11. Investment Conditions:** The completion of this investment is subject to

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(Optional description of the conditions for investment)

**12. Access to Information:** \_\_\_\_\_ [Company Name] agrees to provide full access to all necessary financial and operational documents prior to finalizing the investment.

**13. Closing:** The closing of this investment is scheduled for \_\_\_\_\_, 20\_\_\_\_, at which time all agreements and transactions shall be finalized and executed.

**14. Confidentiality:** Both parties agree to maintain the confidentiality of all discussions, documents, and materials exchanged as part of this investment process.

**15. Return of Materials:** All confidential materials shared during this process will be returned to the originating party upon request, should the investment not proceed to closure.



This Letter of Intent signifies my serious interest in investing in \_\_\_\_\_ [Company Name] and is intended to lead to a formal investment agreement. However, it does not constitute a binding commitment until such a formal agreement is executed.

I look forward to your positive response and to finalizing the formal investment agreement promptly.

Warm regards,

\_\_\_\_\_ [Investor Representative's Name]

\_\_\_\_\_ [Investor Representative's Title]

