

LETTER OF INTENT TO PURCHASE COMMERCIAL PROPERTY

Date: [Date]

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

RE: Intent to Purchase [Property Address/Legal Description]

Dear [Seller Contact Name],

This Letter of Intent ("Letter") outlines the proposed terms and conditions under which [Buyer Name] ("Buyer") intends to purchase the real property located at [Property Address] ("Property") from [Seller Name] ("Seller").

- 1. Purchase Price:** The proposed purchase price is \$[Amount] USD.
- 2. Earnest Money Deposit:** Within [Number] days of the execution of a formal Purchase and Sale Agreement (PSA), Buyer will deposit \$[Amount] into escrow with [Escrow/Title Company].
- 3. Due Diligence Period:** Buyer shall have [Number] days from the date of the PSA execution to conduct inspections, environmental assessments, and review property financials. Buyer may terminate the agreement for any reason during this period.
- 4. Financing:** [Buyer will pay cash / Purchase is subject to Buyer obtaining financing within [Number] days].
- 5. Closing Date:** The closing shall occur within [Number] days following the expiration of the Due Diligence Period.
- 6. Closing Costs:** Taxes, utilities, and rents will be prorated as of the closing date. [Buyer/Seller/Split] shall pay for the title insurance and transfer taxes.
- 7. Exclusivity:** Seller agrees not to negotiate with any other parties regarding the sale of the Property for a period of [Number] days from the date this Letter is signed.
- 8. Non-Binding Nature:** This Letter is intended only as a preliminary expression of intent and is non-binding, except for the Exclusivity provision. A binding commitment shall only exist upon the execution of a formal Purchase and Sale Agreement.
- 9. Expiration:** This offer expires on [Date] at [Time].

Sincerely,

[Buyer Signature]
[Buyer Printed Name]

ACCEPTED AND AGREED:

[Seller Signature]
[Date]