

**Date:** [Date]

**To:** [Seller Name / Principal Name]

**Company:** [Seller Company Name]

**Address:** [Seller Address]

**RE: Letter of Intent - Multi-Family Portfolio Acquisition**

Dear [Seller Name],

This Letter of Intent ("LOI") outlines the preliminary terms under which [Buyer Name/Entity] ("Buyer") proposes to acquire the multi-family real estate portfolio described below from [Seller Name] ("Seller").

**1. Portfolio Description:** The portfolio consists of [Number] properties totaling [Total Units] units, located at:

- [Property 1 Address]
- [Property 2 Address]
- [Property 3 Address]

**2. Purchase Price:** The proposed total purchase price for the portfolio is \$[Amount] USD.

**3. Earnest Money Deposit:** Within [Number] business days of the execution of a formal Purchase and Sale Agreement (PSA), Buyer will deposit \$[Amount] into escrow with [Title Company Name].

**4. Due Diligence Period:** Buyer shall have [Number] days following the execution of the PSA to conduct inspections, financial audits, and physical assessments of the properties.

**5. Closing Date:** Closing shall occur within [Number] days following the expiration of the Due Diligence Period.

**6. Financing:** This offer is [contingent / not contingent] upon the Buyer securing third-party financing. Buyer will provide proof of funds or a pre-approval letter within [Number] days of this LOI.

**7. Brokerage Fees:** [Buyer/Seller/Each Party] shall be responsible for their respective brokerage commissions as per separate agreements.

**8. Exclusivity:** Seller agrees to withdraw the portfolio from the market and cease negotiations with other parties for a period of [Number] days to allow for the drafting and execution of the PSA.

**9. Non-Binding Nature:** This LOI is a statement of intent only and is not a legally binding contract, with the exception of the Exclusivity and Confidentiality clauses. Legal obligations will arise only upon the execution of a formal PSA.

**10. Expiration:** This offer remains valid until [Date/Time].

Sincerely,

[Signature]

**[Name of Representative]**

[Title]

[Buyer Company Name]

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**Accepted and Agreed:**

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**[Seller Name]**

Date: \_\_\_\_\_