

[Your Name/Law Firm Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Firm/Agency Name]

[Recipient Address]

[City, State, Zip Code]

## **RE: Letter of Intent for Professional Referral Partnership**

Dear [Recipient Name],

This Letter of Intent (LOI) outlines a proposed professional referral arrangement between [Your Firm Name] and [Recipient Firm Name]. As our respective practices in [Real Estate/Family Law] frequently intersect, there is a significant opportunity to provide our clients with comprehensive support during complex transitions.

### **1. Purpose**

The goal of this partnership is to establish a reliable network where clients requiring [Real Estate/Family Law] expertise are referred to a trusted professional to ensure their legal and financial interests are protected.

### **2. Referral Scope**

[Your Firm Name] intends to refer clients who require assistance with [e.g., property valuation, marital home division, title transfers, or estate liquidation]. In exchange, [Recipient Firm Name] intends to refer clients needing [e.g., divorce litigation, mediation, pre-nuptial agreements, or custody disputes].

### **3. Commitment to Excellence**

Both parties agree to provide referred clients with priority scheduling and a high standard of professional service consistent with industry ethics and state regulations.

### **4. Confidentiality**

Both parties agree to maintain strict client confidentiality and adhere to all applicable privacy laws and professional codes of conduct during the referral process.

### **5. Non-Exclusivity**

This agreement is non-exclusive. Both parties maintain the right to refer clients to other professionals and to receive referrals from other sources.

## 6. Term

This partnership shall commence on [Start Date] and will remain in effect until either party provides written notice of termination.

If this proposal aligns with your firm's goals, please sign below to indicate your intent to move forward with this collaborative relationship.

Sincerely,

[Your Signature]  
[Your Printed Name]  
[Your Title]

---

### Accepted and Agreed:

Signature: \_\_\_\_\_  
Name: [Recipient Name]  
Title: [Recipient Title]  
Date: \_\_\_\_\_