

[Date]

[Name of Recipient]

[Title]

[Target Law Firm Name]

[Address]

[City, State, Zip Code]

RE: Letter of Intent for Regional Law Firm Expansion Joint Venture

Dear [Recipient Name],

This Letter of Intent ("Letter") outlines the preliminary proposal for a joint venture between [Your Law Firm Name] and [Target Law Firm Name] to expand legal services across the [Specific Region] region.

1. Purpose of the Joint Venture

The parties intend to combine resources, expertise, and regional networks to establish a unified presence in [List States/Cities], focusing on [List Practice Areas, e.g., Corporate Law, Litigation, Real Estate].

2. Proposed Structure

The joint venture shall operate under the name [Proposed Name] and will be governed by a Management Committee consisting of representatives from both firms.

3. Contribution of Resources

Each firm will contribute personnel, office space, intellectual property, and existing client relationships as necessary to support the regional expansion goals.

4. Revenue and Profit Sharing

Profits and losses generated through the joint venture shall be distributed based on a mutually agreed-upon percentage, tentatively proposed as [Percentage]% for [Your Law Firm Name] and [Percentage]% for [Target Law Firm Name].

5. Confidentiality

The parties agree to keep all negotiations and proprietary information exchanged during this process strictly confidential.

6. Due Diligence

Both firms will have a period of [Number] days to conduct financial and operational due diligence before executing a formal Joint Venture Agreement.

7. Non-Binding Nature

Except for the provisions regarding confidentiality, this Letter is a statement of intent and does not create a legally binding obligation on either party.

Please sign below to indicate your interest in proceeding with these negotiations.

Sincerely,

[Your Signature]

[Your Name]

[Your Title]

[Your Law Firm Name]

Acknowledged and Agreed:

[Recipient Name]

[Date]